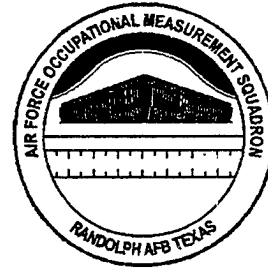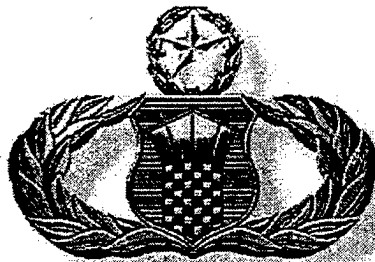UNITED STATES
AIR FORCE

OCCUPATIONAL

SURVEY REPORT

AIR TRAFFIC CONTROL
AFSC 1C1X1

OSSN: 2309

MAY 1998

OCCUPATIONAL ANALYSIS PROGRAM
AIR FORCE OCCUPATIONAL MEASUREMENT SQUADRON
AIR EDUCATION and TRAINING COMMAND
1550 5th STREET EAST
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PREFACE

This report presents the results of an Air Force Occupational Survey of the Air Traffic Control career ladder, Air Force Specialty Code (AFSC) 1C1X1. Authority for conducting occupational surveys is contained in AFI 36-2623. Computer products used in this report are available for use by operations and training officials.

The survey instrument was developed by 1Lt Nicole Raney. Computer programming support was provided by Mr. Tyrone Hill. Mr. Robert E. Boerstler, Jr. analyzed the data and wrote the final report. This report has been reviewed and approved by Lt Col Roger W. Barnes, Chief, Airman Analysis Section, Occupational Analysis Flight, Air Force Occupational Measurement Squadron (AFOMS).

Copies of this report are distributed to Air Staff sections, major commands, and other interested training and management personnel. Additional copies are available upon request to AFOMS/OMYXI, 1550 5th Street East, Randolph Air Force Base, Texas 78150-4449, or by calling DSN 487-5543. For information on the Air Force occupational survey process or other on-going projects, visit our web site at http://www.omsq.af.mil.

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SUMMARY OF RESULTS

1. **Survey Coverage**: The Air Traffic Control career ladder was surveyed to provide current job and task data for use in updating career ladder documents and training programs. Survey results are based on responses from 1,951 Active Duty and Air National Guard members accounting for 67 percent of the total population surveyed.

2. **Specialty Jobs**: Five jobs and two clusters were identified in the career ladder structure analysis. All but two of them are totally oriented toward technical task performance and account for 93 percent of the population. The remaining jobs are management and training in nature.

3. **Career Ladder Progression**: Skill-level progression for members of this AFSC is somewhat different than most career ladders in that they are still involved in the technical aspects of the career ladder at the 9-skill and Chief Enlisted Manager (CEM) levels. Three-skill level personnel spend the majority of their job time performing technical tasks in the various career ladder jobs. At the 5-skill level, personnel are still heavily involved in the technical tasks. Personnel at the 7-skill level begin to become involved with workcenter supervision, but are still heavily involved in the technical tasks of the career ladder. At the 9-skill level, members have moved further away from the technical tasks and are performing more supervisory and management functions. The CEMs are still involved with some technical tasks of the specialty.

4. **Training Analysis**: The current STS provides comprehensive coverage of the work performed by career ladder personnel. Some STS elements warrant review of proficiency coding based on survey data. Few tasks were not referenced to the STS.

5. **Job Satisfaction**: Job satisfaction among AFSC 1C1X1 personnel is fairly high for first-enlistment airmen, but declines with the more time in service by second-enlistment and career airmen. Air Traffic Control airmen rate their job more satisfying than the comparative sample of airmen in like AFSCs. When comparing the current survey satisfaction indicators with the previous survey conducted in 1993, first- and second-enlistment airmen rated all areas lower than the previous survey. Reenlistment intentions for all TAFMS groups are much lower than the previous survey.

6. **Implications**: Survey results indicate the present classification structure accurately portrays the jobs performed in this career ladder. The career ladder progression differs from other AFSCs due to the technical involvement at the higher skill levels. Training documents appear on the whole to be well supported by survey data with some review warranted for proficiency coding. Job satisfaction ratings decline with time in service for the members of the career ladder who also have low reenlistment intentions.

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OCCUPATIONAL SURVEY REPORT (OSR)
AIR TRAFFIC CONTROL
(AFSC 1C1X1)

INTRODUCTION

This is a report of an occupational survey of the Air Traffic Control career ladder conducted by the Air Force Occupational Measurement Squadron (AFOMS). The current Air Traffic Control career ladder was created in October 1993 with the conversion from AFSC 272X0 to AFSC 1C1X1. Survey data will be used to identify current utilization patterns among career ladder personnel and evaluate career ladder documents and training programs. The last OSR published for the Air Traffic Control career ladder was September 1993.

Background

As described in the AFMAN 36-2108, *Airman Classification,* 30 April 1998, *Specialty Description,* dated 1 May 1998, Air Traffic Control personnel control en route and terminal air traffic by use of visual, radar, and non-radar means and supervise and manage air traffic control (ATC) facilities.

Personnel entering the AFSC 1C1X1 career ladder must attend the Air Traffic Control Apprentice course at Keesler AFB MS lasting 72 academic days. Upon completion of this AFSC awarding course, the graduate is awarded the 3-skill level.

Entry into this career ladder currently requires an Armed Forces Vocational Aptitude Test Battery (ASVAB) score of General - 53; a strength factor of "G" (Weight lift of 40 lbs) is also required.

SURVEY METHODOLOGY

Inventory Development

The data collection instrument for this occupational survey was USAF Job Inventory (JI) Occupational Survey Study Number (OSSN) 2309, dated September 1997. A tentative task list was prepared after reviewing pertinent career ladder publications and directives, pertinent tasks from the previous survey instrument, and data from the last OSR. The preliminary task list was refined and validated through personal interviews with 39 subject-matter experts (SMEs) at the following training location and operational installations:

BASE	UNIT VISITED
Keesler AFB MS	334 TRS
Nellis AFB NV	57 OSS
Davis-Monthan AFB AZ	23 LSS
McGuire AFB NJ	305 OSS
Tinker AFB OK	3 CCS
Randolph AFB TX	12 FTW

The resulting JI contains a comprehensive listing of 546 tasks grouped under 8 duty headings, and a background section requesting such information as grade, base, MAJCOM assigned, organizational level, component status, job title, functional area, work schedule, control tower equipment used, navigational aid (NAVAID) remote status indicators (RSIs) used, and radar equipment used.

Survey Administration

From October 1997 through February 1998, base training offices at operational units worldwide administered the inventory to eligible AFSC 1C1X1 personnel. Job incumbents were selected from a computer-generated mailing list obtained from personnel data tapes maintained by the Air Force Personnel Center, Randolph AFB TX. Each individual who completed the inventory first completed an identification and biographical information section and then checked each task performed in his or her current job. After checking all tasks performed, each member then rated each of these tasks on a 9-point scale, showing relative time spent on that task, as compared to all other tasks checked. The ratings ranged from 1 (very small amount time

spent) through 5 (about average time spent) to 9 (very large amount time spent). To determine relative time spent for each task checked by a respondent, all of the incumbent's ratings are assumed to account for 100 percent of his or her time spent on the job and are summed. Each task rating is then divided by the total task ratings and multiplied by 100 to provide a relative percentage of time for each task. This procedure provides a basis for comparing tasks in terms of both percent members performing and average percent time spent.

Survey Sample

Personnel were selected to participate in this survey so as to ensure an accurate representation across major commands (MAJCOM) and military paygrade groups. All eligible Active Duty (AD) and Air National Guard (ANG) AFSC 1C1X1 personnel were mailed survey booklets. Table 1 reflects the percentage distribution, by MAJCOM, of assigned AFSC 1C1X1 personnel as of October 1997. The 1,951 respondents in the final sample represent 61 percent of the total assigned personnel and 67 percent of the total personnel surveyed. Table 2 reflects the paygrade distribution for these AFSC 1C1X1 personnel.

TABLE 1

COMMAND DISTRIBUTION OF AFSC 1C1X1 PERSONNEL

COMMAND	PERCENT OF ASSIGNED*	PERCENT OF SAMPLE
ACC	29	33
AETC	20	23
AMC	11	10
AFMC	9	9
PACAF	9	10
USAFE	8	9
ANG	9	3
OTHER	5	3

TOTAL ASSIGNED* = 3,193
TOTAL SURVEYED** = 2,911
TOTAL IN SURVEY SAMPLE = 1,951
PERCENT OF ASSIGNED IN SAMPLE = 61%
PERCENT OF SURVEYED IN SAMPLE = 67%
*   Assigned strength as of October 1997
**   Excludes personnel in PCS, student, or hospital status, or less than
     6 weeks on the job

TABLE 2

PAYGRADE DISTRIBUTION OF SURVEY SAMPLE

GRADE	PERCENT OF ASSIGNED*	PERCENT OF SAMPLE
E-1 - E-3	9	10
E-4	19	17
E-5	37	38
E-6	18	19
E-7	12	12
E-8	4	3
E-9	1	1

* Assigned strength as of October 1997

Both Command and Paygrade distribution of the survey sample are close to the percent assigned. This indicates the sample is a true representation of the career ladder population.

Task Factor Administration

Job descriptions alone do not provide sufficient data for making decisions about career ladder documents or training programs. Task factor information is needed for a complete analysis of the career ladder. To obtain the needed task factor data, selected senior AFSC 1C1X1 personnel (generally E-6 or E-7 craftsmen) also completed a second booklet for either training emphasis (TE) or task difficulty (TD). These booklets were processed separately from the JIs. This information is used in a number of different analyses discussed in more detail within the report.

Training Emphasis (TE): TE is a rating of the amount of emphasis that should be placed on tasks in entry-level training. The 44 senior NCOs who completed a TE booklet were asked to select tasks they felt require some sort of structured training for entry-level personnel and then indicate how much training emphasis these tasks should receive, from 1 (extremely low emphasis) to 9 (extremely high emphasis). Structured training is defined as training provided at resident training schools, field training detachments (FTD), mobile training teams (MTT), formal on-the-job-training (OJT), or any other organized training method. Interrater agreement for these 44 raters was acceptable. The average TE rating was 2.95, with a standard deviation of 2.03. Any task with a TE rating of 4.98 or above is considered to have high TE.

4

Task Difficulty (TD): TD is an estimate of the amount of time needed to learn how to do each task satisfactorily. The 49 senior NCOs who completed TD booklets were asked to rate the difficulty of each task using a 9-point scale (extremely low to extremely high). Interrater reliability was acceptable. Ratings were standardized so tasks have an average difficulty of 5.00 and a standard deviation of 1.00. Any task with a TD rating of 6.00 or above is considered to be difficult to learn.

When used in conjunction with the primary criterion of percent members performing, TE and TD ratings can provide insight into first-enlistment personnel training requirements. Such insights may suggest a need for lengthening or shortening portions of instruction supporting entry-level jobs.

SPECIALTY JOBS

The first step in the analysis process is to identify the structure of the career ladder in terms of the jobs performed by the respondents. The Comprehensive Occupational Data Analysis Program (CODAP) assists by creating an individual job description for each respondent based on the tasks performed and relative amount of time spent on these tasks. The CODAP automated job clustering program then compares all the individual job descriptions, locates the two descriptions with the most similar tasks and time spent ratings, and combines them to form a composite job description. In successive stages, CODAP either adds new members to this initial group, or forms new groups based on the similarity of tasks and time spent ratings.

The basic group used in the hierarchical clustering process is the _Job_. When two or more jobs have a substantial degree of similarity, in tasks performed and time spent on tasks, they are grouped together and identified as a _Cluster_. The structure of the career ladder is then defined in terms of jobs and clusters of jobs.

Overview of Specialty Jobs

Based on the analysis of tasks performed and the amount of time spent performing each task, five independent jobs and two clusters were identified within the career ladder. Figure 1 illustrates the jobs and clusters performed by AFSC 1C1X1 personnel.

A listing of these jobs and clusters is provided below. The stage (ST) number shown beside each title references computer printed information, the letter "N" indicates the number of personnel in each group.

I. AIR TRAFFIC CONTROL CLUSTER (ST075, N=1,664)

    A. Radar Air Traffic Controller
    B. Tower Air Traffic Controller
    C. Watch Supervisor

II. MANAGEMENT CLUSTER (ST029, N=73)

    A. Chief Controller
    B. ATC Superintendent
    B. HQ Staff

III. INSTRUCTOR JOB (ST037, N=55)

IV. RADAR ENTRY LEVEL JOB (ST057, N=52)

V. TOWER ENTRY LEVEL JOB (ST076, N=12)

VI.   TERMINAL INSTRUMENT PROCEDURES SPECIALIST (TERPS) JOB
      (ST078, N=8)

VII. MOBILE OPERATIONS JOB (ST077, N=5)

The respondents forming these jobs and clusters account for 97 percent of the survey sample. The remaining 3 percent, for one reason or another, did not group into one of these jobs or clusters. Examples of job titles for these personnel include CDC Writer and Resource Manager.

AFSC 1C1X1 CAREER LADDER SPECIALTY JOBS
(N = 1,951)

Management 4%

Instructor 3%

Radar Entry Level 3%

Tower Entry Level 1%

Other* 1%

Not Grouped 3%

Air Traffic Control 85%

50%-ATC Radar
40%-ATC Tower
10%-Watch Supv

*Other:
- TERPS Job
- Mobile Operations Job
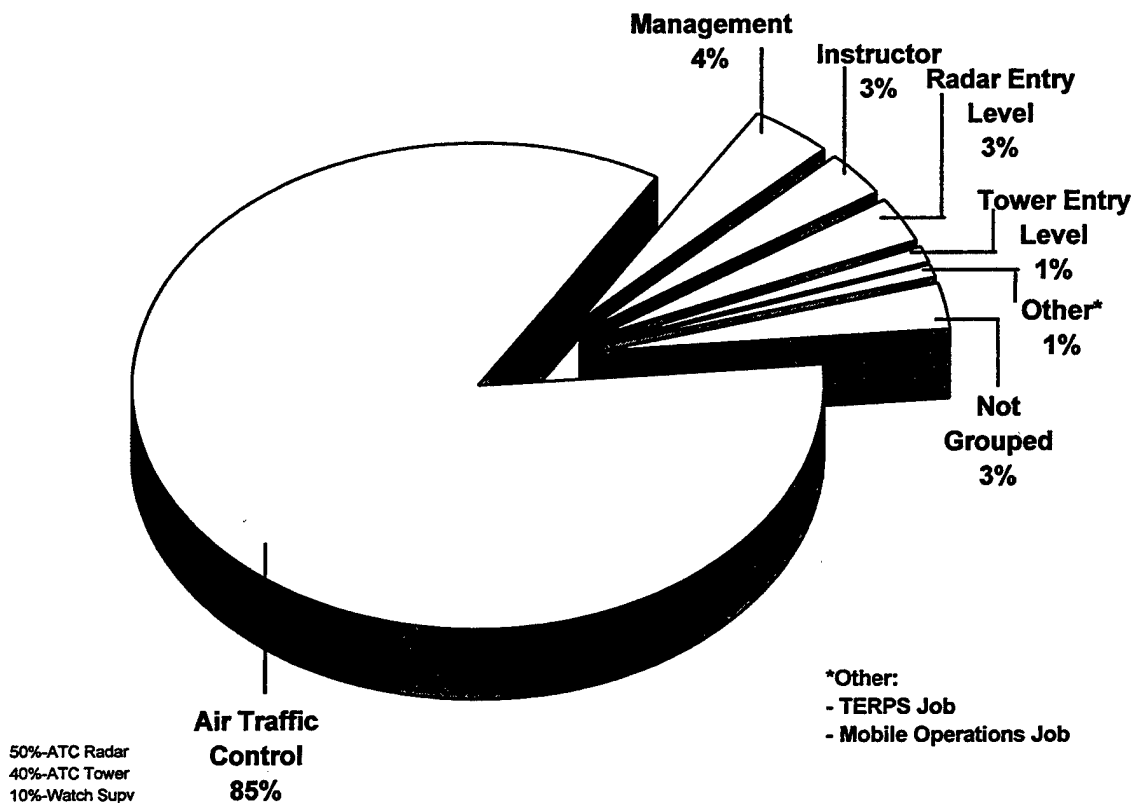
FIGURE 1

The following paragraphs contain brief descriptions of the jobs and clusters identified through the career ladder structure analysis. Table 3 presents the relative time spent on duties by members of these specialty jobs and clusters. Selected background data for these jobs and clusters are provided in Table 4. Representative tasks for all the groups are contained in Appendix A. Table 5 shows a job comparison between the current and 1993 surveys.

I. **AIR TRAFFIC CONTROL CLUSTER (ST075).** The 1,664 airmen performing within this cluster (85 percent of the survey sample) represent the core of the career ladder. This cluster is almost evenly divided between personnel who are assigned to radar control and the control tower. They perform a high 60 percent of their time performing the General Air Traffic Control tasks of Duty A, and are evenly split between the Radar Activities of Duty B and Control Tower Activities of Duty C (Table 3). The average number of tasks performed by this group are 164, the highest of any other job or cluster, indicating their diversity in performing the core air traffic control duties. Distinctive tasks performed include:

- Annotate or update flight progress strips
- Perform interfacility coordinations
- Issue altimeter settings
- Issue traffic advisories
- Transfer communications
- Issue wind advisories
- Annotate facility logs, such as position or events logs
- Issue weather advisories
- Relay pilot reports (PIREPs)
- Monitor assigned frequencies
- Assign frequencies to aircraft

Fifty-six percent of these airmen hold the 5-skill level, 32 percent the 7-skill level, and only 9 percent the 3-skill level. Ninety-seven percent of these airmen are AD, averaging almost 10 years in the career field and 11 1/2 years in the service. The predominant paygrade of this large cluster is E-5. Only 13 percent of these members are in their first enlistment.

There are three distinct jobs within this cluster that are separated by the type and frequency of the tasks performed. The **Radar Air Traffic Controller Job** is defined by the high percent of their time spent performing the Radar Activities of Duty B within the cluster. They spend 62 percent of their time performing the General Air Traffic Control tasks of Duty A, the defining duty area of the entire cluster. These members average nearly 11 years in the service, with the predominant paygrade of E-5. Additionally, 39 percent of these job incumbents are

assigned to ACC, with 25 percent in AETC. This job group averages a very high 176 tasks performed.

The **Tower Air Traffic Controller Job** is comprised of members performing an average of 131 tasks. Although they spend 61 percent of their time performing the General Air Traffic Control tasks of Duty A, they are defined by 27 percent of their time spent performing the Control Tower tasks of Duty C. The predominant paygrade of this job is E-5 with an average 9 years in the career field and 10 1/2 years in the service.

The members forming the **Watch Supervisor Job** of this cluster spend a lower 40 percent of their time performing the General Air Traffic Control activities of Duty A and are distinguished by spending 27 percent of their time performing the Management and Supervisory activities of Duty E. The predominant paygrade of this job is E-7, with 72 percent assigned at the squadron or flight level. These job incumbents average 16 years in the career field and almost 17 years in the service.

II. MANAGEMENT CLUSTER (ST029). The 73 airmen forming this job (4 percent of the survey sample) perform an average of 130 tasks and are distinguished by the 61 percent of their time spent performing the Management and Supervisory tasks of Duty E (Table 3). Although some of these members still perform a low percentage of the technical tasks of Duties A-C, the group as a whole is heavily weighted in the management and administrative aspects of the career ladder. Typical of the tasks performed include:

- Conduct general meetings, such as staff meetings, briefings, conferences, or workshops
- Evaluate letters of agreement (LOAs)
- Evaluate personnel for promotion, demotion, reclassification, or special awards
- Supervise military personnel
- Interpret ATC policies for customers
- Interpret policies, directives, or procedures for subordinates
- Evaluate personnel for compliance with performance standards
- Write recommendations for awards or decorations
- Draft agenda for general meetings, such as staff meetings, briefings, conferences, or workshops
- Evaluate work schedules
- Conduct self-inspections or self-assessments
- Conduct supervisory performance feedback sessions

The predominant paygrade of this job is E-7 (Table 4). Ninety-five percent of these airmen are AD, averaging nearly 18 years in the career field and 20 years in the service. Forty-

five percent report holding the 7-skill level and 33 percent the 9-skill level. Nineteen percent are CEMs. Furthermore, 37 percent of these members are assigned to units overseas.

As with the Air Traffic Control Cluster, there are three distinct jobs within the Management Cluster worth noting. The **Chief Controller Job** is distinguished not only by the amount of time spent performing the Management and Supervisory tasks of Duty E, but the 17 percent of their time performing General Air Traffic Control tasks of Duty A. These job incumbents average almost 21 years in the service with predominant paygrades of E-7 to E-9. As expected all of the members report they supervise others.

The **Headquarters Staff Job** is dedicated to those members performing at the Wing level or above in staff functions supporting the career ladder. All of their time is devoted to the support tasks of Duties E-H. The predominant paygrades of this job are E-7 to E-9, with members averaging 20 years in the service.

The **ATC Superintendent Job** is comprised of only 9 members who spend 41 percent of their time performing the Management and Supervisory tasks of Duty E. Three of these members are ANG and the predominant paygrades are E-7 and E-8. They average 17 1/2 years in the career field.

III. INSTRUCTOR JOB (ST037). The 55 airmen forming this job (3 percent of the survey sample) are distinguished by the 73 percent of their time spent performing the Training tasks of Duty F. All of these members are assigned to the 334th Training Squadron at Keesler AFB. They average a low 26 tasks performed, indicating their specialization in instructional duties. Representative tasks performed by these incumbents include:

- Evaluate progress of trainees
- Counsel trainees on training progress
- Maintain training records or files
- Administer or score tests
- Conduct formal course classroom training
- Personalize lesson plans
- Inspect training materials or aids for operation or suitability
- Conduct ATC training for foreign nationals
- Develop training materials or aids
- Evaluate personnel to determine training needs
- Evaluate training methods or techniques of instructors
- Procure training aids, space, or equipment
- Write test questions

All of these airmen are AD, averaging 10 1/2 years in the career field and over 12 years in the service. The predominant paygrade is E-5 with 47 percent reporting they supervise others. Sixty-five percent hold the 5-skill level, and 35 percent the 7-skill level (Table 4).

IV. **RADAR ENTRY LEVEL JOB (ST057).** Comprising 3 percent of the survey sample, these 52 airmen report 83 percent of their time performing the General Air Traffic Control tasks of Duty A and 14 percent performing the Radar Activities of Duty B (Table 3). The members of this job perform an average of only 51 tasks, indicating their limited exposure to the many tasks performed by the core of the career ladder. Representative of these limited tasks are:

- Clean work areas or equipment
- Annotate or update flight progress strips
- Annotate facility logs, such as position or events logs
- Assign frequencies to aircraft
- Coordinate aircraft handoffs with appropriate agencies
- Assign transponder modes or codes
- Approve or issue radar pointouts
- Complete preduty equipment checklists
- Participate in preduty familiarization briefings
- Perform interfacility coordinations
- Perform intrafacility coordinations
- File flight progress strips
- Adjust radar scopes
- Approve or coordinate instrument flight rule (IFR) aircraft departures
- Perform radar handoffs
- Copy IFR clearance data
- Relay IFR clearances

Fifty-four percent of these job incumbents hold the 3-skill level, with 31 percent holding the 5-skill level (Table 4). All of these members are AD with an average of 4 1/2 years in the job and 5 1/2 years in the service. The predominant paygrades are E-2 to E-4, with 52 percent in their first enlistment.

V. TOWER ENTRY LEVEL JOB (ST076). The 12 members of this job (only 1 percent of the survey sample) perform a low average of only 41 tasks, similar to the Radar Entry Level Job described above. They are distinguished by the 98 percent of their time performing the technical tasks of the career ladder, with 67 percent of their time performing the General Air Traffic Control tasks of Duty A and 31 percent of their time devoted to the Control Tower tasks of Duty C (Table 3). Representative tasks include:

- Prepare automatic terminal information service (ATIS) messages for transmissions
- Maintain surveillance of airport movement or surface areas
- Copy or relay standard weather observations
- Annotate or update flight progress strips
- Copy or issue airfield advisories
- Control taxiing aircraft
- Relay aircraft arrival or departure times
- Coordinate aircraft maintenance engine runups
- File flight progress strips
- Transfer position responsibility
- Issue weather advisories
- Operate airfield lighting systems
- Coordinate runway changes
- Control vehicles, equipment, or personnel on movement areas using radios or light gun signals
- Clean work areas or equipment
- Request aircraft releases from departure control

Seventy-five percent of the members of this job hold the 3-skill level. The predominant paygrade of these members is E-2. Forty-nine percent of these airmen are AD and 8 percent ANG. The AD members of this job average nearly 3 years in the career field and nearly 4 years in the service (Table 4).

VI. TERMINAL INSTRUMENT PROCEDURES SPECIALIST (TERPS) JOB (ST078). The eight airmen forming this job (less than 1 percent of the survey sample) are defined by the TERPS tasks performed within Duty E, Performing Management and Supervisory Activities (Table 3). They also spend the most time of any other job or cluster performing the Administrative tasks of Duty G. Representative tasks include:

- Review TERPS packages
- Prepare or submit TERPS packages
- Submit changes to FLIPs

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- Conduct TERPS specialist training
- Maintain administrative files, such as correspondence files or classified files
- Initiate requests for TDY orders
- Conduct staff assistance visits, inspections, or audits
- Maintain publications libraries, other than technical order libraries
- Conduct ATC analysis visits
- Coordinate requests for TDY orders with appropriate agencies

Sixty-three percent of these members hold a 7-skill level and 37 percent the 5-skill level. The average time in the career ladder for these AD airmen is almost 10 years, with 13 1/2 years in service. The predominant paygrade of this job is E-5. Furthermore, 50 percent of these members report they are assigned to units overseas.

VII. MOBILE OPERATIONS JOB (ST077). The five airmen performing this job (less than 1 percent of the survey sample) are defined by the 51 percent of their time performing the mobility tasks of Duty D. As seen in Table 3, 72 percent of their time is devoted to the mobility and supervisory tasks of Duties D and E. They perform a high average of 113 tasks indicating a somewhat diverse job. Distinctive tasks performed include:

- Perform camouflage procedures
- Participate in convoys
- Erect or tear down tents
- Erect or tear down ATC facilities
- Don or doff chemical warfare personal protective clothing
- Inspect mobility bags or kits
- Operate M-series vehicles
- Tear down, inspect, clean, and reassemble weapons, such as M-16 rifles
- Transport mobility or contingency equipment to or from deployed locations
- Load or offload equipment from aircraft or vehicles
- Pack or palletize mobility or contingency equipment for shipment or movement
- Identify chemical warfare agents
- Prepare operations letters
- Prepare operating instructions (OIs)
- Operate field generators during contingency exercises or operations
- Weigh equipment
- Erect or tear down communications facilities

All of these airmen are AD with a paygrade of E-6. They all hold the 7-skill level and average 14 years in the career field and 16 years in the service.

Comparison to Previous Study

Table 5 lists the jobs identified in this report and compares them to the jobs of the 1993 report. Six of the seven jobs identified in the previous report matched similar jobs in this report. The only exception was the Chief Air Traffic Control Training Job from the previous survey not being identified as a specific job within this report. The TERPS, Radar Entry Level and Tower Entry Level jobs identified in this report were not identified in the 1993 report.

These differences affect a very small percentage of the survey respondents and therefore have little effect on the career ladder structure.

TABLE 3

RELATIVE PERCENT TIME SPENT ON DUTIES BY SPECIALTY JOBS

DUTIES	Air Traffic Control Cluster (ST075) (N=1,664)	Mgmt Cluster (ST029) (N=73)	Instructor Job (ST037) (N=55)	Radar Entry Level Job (ST057) (N=52)	Tower Entry Level Job (ST076) (N=12)	TERPS Job (ST078) (N=8)	Mobile Ops Job (ST077) (N=5)
A PERFORMING GENERAL AIR TRAFFIC CONTROL ACTIVITIES	60	13	4	83	67	2	13
B PERFORMING RADAR ACTIVITIES	13	1	3	14	*	*	3
C PERFORMING CONTROL TOWER ACTIVITIES	13	2	*	*	31	0	2
D PERFORMING MOBILE OPERATIONS ACTIVITIES	1	6	*	*	0	2	51
E PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	7	61	14	*	*	53	21
F PERFORMING TRAINING ACTIVITIES	4	4	73	1	0	14	7
G PERFORMING ADMINISTRATIVE ACTIVITIES	1	10	3	*	*	25	2
H PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	1	3	2	*	1	3	1

* less than 1 percent

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TABLE 4

SELECTED BACKGROUND DATA FOR SPECIALTY JOBS

	Air Traffic Control Cluster (ST075)	Mgmt Cluster (ST029)	Instructor Job (ST037)	Radar Entry Level Job (ST057)	Tower Entry Level Job (ST076)	TERPS Job (ST078)	Mobile Ops Job (ST077)
NUMBER IN GROUP	1,664	73	55	52	12	8	5
PERCENT OF SAMPLE	85%	4%	3%	3%	1%	-	-
PERCENT IN CONUS	77%	63%	98%	77%	92%	50%	100%
DAFSC DISTRIBUTION:							
1C131	9%	0	0	54%	75%	0	0
1C151	56%	3%	65%	31%	8%	38%	0%
1C171	32%	45%	35%	15%	17%	63%	100%
1C191	3%	33%	0	0	0	0	0
1C100	1%	19%	0	0	0	0	0
COMPONENT STATUS:							
ACTIVE DUTY	97%	95%	100%	100%	92%	100%	100%
AIR NATIONAL GUARD	3%	5%	0	0	8%	0	0
PREDOMINANT GRADE(S)	E-5	E-7	E-5	E-2-E-4	E-2	E-5	E-6
AVERAGE MONTHS IN CAREER FIELD *	118	213	126	56	34	118	169
AVERAGE MONTHS IN SERVICE *	137	239	149	67	45	161	192
PERCENT IN FIRST ENLISTMENT (1-48 MOS TAFMS) *	13%	0	0	52%	82%	0	0
PERCENT SUPERVISING	54%	77%	47%	10%	8%	0	40%
AVERAGE NUMBER OF TASKS PERFORMED	164	130	26	51	41	29	113

*Active Duty Only

TABLE 5

SPECIALTY JOB COMPARISON BETWEEN CURRENT AND 1993 SURVEYS

CURRENT SURVEY (N=1,664)	1993 SURVEY (N=1,637)
I. Air Traffic Control Cluster	
a. Radar Air Traffic Controller	I. Radar Controller
b. Tower Air Traffic Controller	II. Tower Controller
c. Watch Supervisor	*No Similar Job Identified*
II. Management Cluster	
a. Chief Controller	III. Chief Controller
b. ATC Superintendent	*No Similar Job Identified*
c. HQ Staff	VII. Headquarters Staff
III. Instructor Job	V. Technical School Instructor
IV. Radar Entry Level Job	*No Similar Job Identified*
V. Tower Entry Level Job	*No Similar Job Identified*
VI. Terminal Instrument Procedures Specialist (TERPS) Job	*No Similar Job Identified*
VII. Mobile Operations Job	IV. Mobility Controller
No Similar Job Identified	VI. Chief Air Traffic Control Training

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ANALYSIS OF DAFSC GROUPS

An analysis of DAFSC groups, in conjunction with the analysis of the career ladder structure, is an important part of each occupational survey. The DAFSC analysis identifies differences in tasks performed at the various skill levels. This information may then be used to evaluate how well career ladder documents, such as the AFMAN 36-2108 *Airman Classification, Specialty Description* and the Career Field Education and Training Plan (CFETP), reflect what career ladder personnel are actually doing in the field.

The distribution of skill-level groups across the career ladder jobs and clusters is displayed in Tables 6-10, while Tables 11-15 offer another perspective by displaying the relative percent time spent on each duty across skill-level groups. These tables reflect the distribution of AD and ANG personnel. A somewhat atypical pattern of progression is noted within the AFSC 1C1X1 career ladder. Personnel at the 3- and 5-skill levels work in the technical jobs of the career ladder and spend most of their time on technical tasks. As incumbents move up to the 7-skill level they begin to perform supervisory tasks, but still spend most of their time performing the technical tasks of the career ladder. At the 9-skill level, individuals have moved further away from the technical tasks and are performing more supervisory and management functions. This career ladder differs from others due mainly to the certification requirements and involvement in the technical task proficiency at the 9-skill and CEM levels.

Skill-Level Descriptions

DAFSC 1C131 Representing 10 percent of the survey sample, these 193 active duty airmen perform an average of 94 tasks. Seventy-four percent of this group work in the Air Traffic Control Cluster (Table 6), with 15 percent performing in the Radar Entry Level Job and 5 percent in the Tower Entry Level Job.

Table 11 reflects the percent time spent on duties by DAFSC 1C131 personnel. At the 3-skill level, their time is distributed among the technical tasks of duties A-C. Representative tasks performed by these members are listed in Table 16.

DAFSC 1C151 The 1,018 members of this group account for 52 percent of the survey sample and represent the core of the career ladder. Ninety-two percent work in the Air Traffic Control Cluster (Table 7). This table also reflects the differences in the job distribution of AD and ANG forces. The AD employs 4 percent of their 5-skill level personnel in the Instructor Job while the ANG has 5 percent in the Tower Entry Level Job.

Table 12 provides a comparison of the relative time spent on duties for the Active and Air Guard forces at the 5-skill level. This table reflects the ANG devote more time to general Air Traffic Control and mobile operations tasks compared to their AD counterparts who spend more time than the ANG performing management, supervisory, and training activities.

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Tables 17-19 list representative tasks performed by these DAFSC 1C151 personnel. Table 20 reflects those tasks which best differentiate the AD 3-skill levels from the 5-skill levels. This table shows the 3-skill levels perform all the tasks the 5-skill levels perform, while the 5-skill levels perform additional tasks not performed at the 3-skill level. Table 21 shows the tasks with the most differences between AD 5-skill levels and their ANG 5-skill level counterparts. This table clearly shows more AD forces performing more training tasks than the ANG forces and the ANG members performing more mobility tasks than the AD.

DAFSC 1C171 These 639 members perform an average of 162 tasks and represent 33 percent of the survey sample. Table 8 shows the highest percentage of members are in the Air Traffic Control Cluster. It also reflects the ANG focusing more on the technical job in the Air Traffic Control Cluster and less in the Management and Training Jobs as their AD counterparts.

Table 13 reflects the percent time spent on duties by DAFSC 1C171 members. The main point of this table is the large amount of time spent by AD members performing the technical tasks of Duties A-D. Even with this high 72 percent of time spent on technical tasks, they still spend more time performing the Management and Supervisory tasks of Duty E compared to the ANG members who are even more technically oriented. The ANG members spend more time than the AD members on the Mobile Operations tasks of Duty D.

Representative tasks performed by 7-skill level members are reflected in Tables 22-24. Table 25 reflects tasks which best differentiate between AD 5- and 7-skill levels. This table clearly shows the much higher devotion to management and supervisory tasks at the 7-skill level than the 5-skill level. Table 26 compares the ANG 5- and 7-skill levels and shows the 7-skill levels performing training and supervisory tasks at a much higher percentage than the 5-skill levels.

Table 27 reflects the tasks which best differentiate between AD and ANG 7-skill levels. The AD forces are more devoted to management and supervisory tasks while the ANG performs more mobility tasks at the 7-skill level.

DAFSC 1C191 The 72 members of this group account for 4 percent of the sample and perform an average of 199 tasks. Sixty-three percent work in the Air Traffic Control Cluster and 33 percent in the Management Cluster (Table 9). The differences in how the AD and ANG employ their 9-skill level members can be seen in this table with the AD having a higher percentage of personnel in the Management Cluster compared to the ANG who has a higher percentage in the Air Traffic Control Cluster.

Table 14 reflects the percent time spent on duties for the AD and ANG 9-skill level members. Again, the AD and ANG 9-skill level members perform a very high percentage of their time performing technical tasks compared to other career ladders. When comparing the AD

to the ANG, the AD spends more time performing management and supervisory duties and the ANG spends more time performing mobility duties at the 9-skill level.

Tables 28-30 list representative tasks performed by DAFSC 1C191 personnel. Table 31 reflects those tasks which best differentiate between AD 7- and 9-skill level members. This table shows the 7-skill levels are more devoted to technical tasks of ATC versus the 9-skill levels who are more devoted to management and supervisory tasks. Table 32 reflects the comparison of the ANG 7- and 9-skill levels. Similar to their AD counterparts, the ANG 7-skill levels are more devoted to technical tasks and the 9-skill levels are more devoted to supervisory and management tasks.

Table 33 shows the tasks which best differentiate the AD and ANG 9-skill level personnel. Like the 7-skill level comparison, the AD are more devoted to supervisory and management tasks while the ANG are devoted to mobility tasks.

DAFSC 1C100 Representing only 1 percent of the survey sample, these 29 Chiefs perform an average of 202 tasks. Table 10 shows the AD CEMs divided between the Air Traffic Control Cluster and the Management Cluster while the ANG CEMs are all in the Air Traffic Control Cluster.

Table 15 provides a comparison of the percent time spent on duties by AD and ANG CEMs. This table reflects the higher percentage of time spent on management and supervisory duties by the AD members than the ANG members who are more devoted to technical tasks.

Tables 34-36 list representative tasks performed by these CEMs. Table 37 reflects tasks which best differentiate the AD 9-skill levels and the CEMs. It is somewhat surprising to note not only the devotion to technical tasks at these levels, but also the focus on Tower technical tasks at the 9-skill level and Radar technical tasks at the CEM level. Table 38 makes like comparisons between the ANG 9-skill levels and CEMs, but with different results. The ANG 9-skill levels are more oriented toward technical and training tasks compared to the strictly management oriented tasks of the CEMs.

Table 39 presents the tasks which best differentiate between AD and ANG CEMs. This table clearly shows the differences in the devotion of the AD CEMs to management tasks versus the mobility tasks of the ANG CEMs.

Summary

Progression in the Air Traffic Control career ladder follows a regular pattern of highly technical job focus at the lower skill levels, with a broadening into supervision and management at the 7-skill level. An emphasis is clearly seen performing primarily the core job of Air Traffic Control at the 3-, 5- and 7-skill levels, with some broadening into supervisory functions at the 7-

skill level. While craftsmen at the 7-skill level begin to shift to supervisory jobs, most of their time is still spent performing the technical tasks of ATC. It is interesting to note that 9-skill level members are still devoting a high percentage of their time performing technical tasks. The Air Guard members at all skill levels spend a higher percentage of their time performing technical tasks versus supervisory tasks than their AD counterparts. It is also clear that the Air Guard devotes much more time at all skill levels to the mobility tasks than the active forces.

TABLE 6

DISTRIBUTION OF 3-SKILL LEVEL DAFSC GROUP MEMBERS ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

SPECIALTY JOBS	ACTIVE 1C131 (N=193)
I. AIR TRAFFIC CONTROL CLUSTER	74
II. MANAGEMENT CLUSTER	0
III. INSTRUCTOR JOB	0
IV. RADAR ENTRY LEVEL JOB	15
V. TOWER ENTRY LEVEL JOB	5
VI. TERMINAL INSTRUMENT PROCEDURES SPECIALIST (TERPS) JOB	0
VII. MOBILE OPERATIONS JOB	0
NOT GROUPED	6

TABLE 7

DISTRIBUTION OF 5-SKILL LEVEL DAFSC GROUP MEMBERS ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

SPECIALTY JOBS	TOTAL 1C151 (N=1,018)	ACTIVE 1C151 (N=996)	ANG 1C151 (N=22)
I. AIR TRAFFIC CONTROL CLUSTER	92	92	91
II. MANAGEMENT CLUSTER	*	*	0
III. INSTRUCTOR JOB	4	4	0
IV. RADAR ENTRY LEVEL JOB	2	2	0
V. TOWER ENTRY LEVEL JOB	*	0	5
VI. TERMINAL INSTRUMENT PROCEDURES SPECIALIST (TERPS) JOB	*	*	0
VII. MOBILE OPERATIONS JOB	0	0	0
NOT GROUPED	1	1	4

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TABLE 8

DISTRIBUTION OF 7-SKILL LEVEL DAFSC GROUP MEMBERS ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

SPECIALTY JOBS	TOTAL 1C171 (N=639)	ACTIVE 1C171 (N=608)	ANG 1C171 (N=31)
I. AIR TRAFFIC CONTROL CLUSTER	83	83	94
II. MANAGEMENT CLUSTER	5	5	3
III. INSTRUCTOR JOB	3	3	0
IV. RADAR ENTRY LEVEL JOB	1	1	0
V. TOWER ENTRY LEVEL JOB	*	*	0
VI. TERMINAL INSTRUMENT PROCEDURES SPECIALIST (TERPS) JOB	1	1	0
VII. MOBILE OPERATIONS JOB	1	1	0
NOT GROUPED	6	6	3

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TABLE 9

DISTRIBUTION OF 9-SKILL LEVEL DAFSC GROUP MEMBERS ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

SPECIALTY JOBS		TOTAL 1C191 (N=72)	ACTIVE 1C191 (N=64)	ANG 1C191 (N=8)
I.	AIR TRAFFIC CONTROL CLUSTER	63	61	75
II.	MANAGEMENT CLUSTER	33	34	25
III.	INSTRUCTOR JOB	0	0	0
IV.	RADAR ENTRY LEVEL JOB	0	0	0
V.	TOWER ENTRY LEVEL JOB	0	0	0
VI.	TERMINAL INSTRUMENT PROCEDURES SPECIALIST (TERPS) JOB	0	0	0
VII.	MOBILE OPERATIONS JOB	0	0	0
	NOT GROUPED	4	5	0

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TABLE 10

DISTRIBUTION OF CEM DAFSC GROUP MEMBERS ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

SPECIALTY JOBS	TOTAL 1C100 (N=29)	ACTIVE 1C100 (N=26)	ANG 1C100 (N=3)
I. AIR TRAFFIC CONTROL CLUSTER	41	35	100
II. MANAGEMENT CLUSTER	48	54	0
III. INSTRUCTOR JOB	0	0	0
IV. RADAR ENTRY LEVEL JOB	0	0	0
V. TOWER ENTRY LEVEL JOB	0	0	0
VI. TERMINAL INSTRUMENT PROCEDURES SPECIALIST (TERPS) JOB	0	0	0
VII. MOBILE OPERATIONS JOB	0	0	0
NOT GROUPED	11	11	0

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TABLE 11
RELATIVE PERCENT TIME SPENT ON DUTIES BY 3-SKILL LEVEL DAFSC GROUPS

DUTIES		ACTIVE 1C131 (N=193)
A	PERFORMING GENERAL AIR TRAFFIC CONTROL ACTIVITIES	74
B	PERFORMING RADAR ACTIVITIES	12
C	PERFORMING CONTROL TOWER ACTIVITIES	13
D	PERFORMING MOBILE OPERATIONS ACTIVITIES	*
E	PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	*
F	PERFORMING TRAINING ACTIVITIES	*
G	PERFORMING ADMINISTRATIVE ACTIVITIES	*
H	PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	*

* less than 1 percent

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TABLE 12

RELATIVE PERCENT TIME SPENT ON DUTIES BY 5-SKILL LEVEL DAFSC GROUPS

DUTIES		TOTAL 1C151 (N=1,018)	ACTIVE 1C151 (N=996)	ANG 1C151 (N=22)
A	PERFORMING GENERAL AIR TRAFFIC CONTROL ACTIVITIES	60	60	65
B	PERFORMING RADAR ACTIVITIES	13	13	15
C	PERFORMING CONTROL TOWER ACTIVITIES	12	12	11
D	PERFORMING MOBILE OPERATIONS ACTIVITIES	1	*	4
E	PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	5	4	1
F	PERFORMING TRAINING ACTIVITIES	7	8	2
G	PERFORMING ADMINISTRATIVE ACTIVITIES	1	1	1
H	PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	1	1	1

* less than 1 percent

TABLE 13

RELATIVE PERCENT TIME SPENT ON DUTIES BY 7-SKILL LEVEL DAFSC GROUPS

DUTIES		TOTAL 1C171 (N=639)	ACTIVE 1C171 (N=608)	ANG 1C171 (N=31)
A	PERFORMING GENERAL AIR TRAFFIC CONTROL ACTIVITIES	48	48	50
B	PERFORMING RADAR ACTIVITIES	10	10	10
C	PERFORMING CONTROL TOWER ACTIVITIES	12	12	14
D	PERFORMING MOBILE OPERATIONS ACTIVITIES	2	2	6
E	PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	16	16	10
F	PERFORMING TRAINING ACTIVITIES	8	8	7
G	PERFORMING ADMINISTRATIVE ACTIVITIES	3	3	2
H	PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	1	1	1

TABLE 14

RELATIVE PERCENT TIME SPENT ON DUTIES BY 9-SKILL LEVEL DAFSC GROUPS

DUTIES		TOTAL 1C191 (N=72)	ACTIVE 1C191 (N=64)	ANG 1C191 (N=8)
A	PERFORMING GENERAL AIR TRAFFIC CONTROL ACTIVITIES	29	29	27
B	PERFORMING RADAR ACTIVITIES	3	3	7
C	PERFORMING CONTROL TOWER ACTIVITIES	10	10	6
D	PERFORMING MOBILE OPERATIONS ACTIVITIES	4	3	18
E	PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	41	43	27
F	PERFORMING TRAINING ACTIVITIES	5	4	8
G	PERFORMING ADMINISTRATIVE ACTIVITIES	7	7	6
H	PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	1	1	1

TABLE 15

RELATIVE PERCENT TIME SPENT ON DUTIES BY CEM DAFSC GROUPS

DUTIES		TOTAL 1C100 (N=29)	ACTIVE 1C100 (N=26)	ANG 1C100 (N=3)
A	PERFORMING GENERAL AIR TRAFFIC CONTROL ACTIVITIES	23	22	29
B	PERFORMING RADAR ACTIVITIES	7	6	9
C	PERFORMING CONTROL TOWER ACTIVITIES	2	1	9
D	PERFORMING MOBILE OPERATIONS ACTIVITIES	2	*	14
E	PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	56	59	29
F	PERFORMING TRAINING ACTIVITIES	4	3	6
G	PERFORMING ADMINISTRATIVE ACTIVITIES	6	7	3
H	PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	1	1	1

* less than 1 percent

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TABLE 16

REPRESENTATIVE TASKS PERFORMED BY <u>ACTIVE DUTY</u> 1C131 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=193)
A0022	Clean work areas or equipment	94
A0005	Annotate or update flight progress strips	91
A0018	Assign frequencies to aircraft	85
A0103	Participate in preduty familiarization briefings	84
A0067	File flight progress strips	84
A0019	Assign transponder modes or codes	84
A0004	Annotate facility logs, such as position or events logs	84
A0023	Complete preduty equipment checklists	83
A0107	Perform intrafacility coordinations	81
A0106	Perform interfacility coordinations	81
A0080	Issue altimeter settings	80
A0013	Approve or coordinate instrument flight rule (IFR) aircraft departures	80
A0143	Transfer communications	80
A0058	Copy or issue meteorological aviation report (METAR) weather reports	78
A0056	Copy or issue airfield advisories	78
A0098	Monitor assigned frequencies	77
A0145	Transfer position responsibility	77
A0130	Relay IFR clearances	75
A0144	Transfer control	75
A0135	Relay pilot reports (PIREPs)	74
A0030	Conduct facility tours	73
A0055	Copy IFR clearance data	72
A0084	Issue departure instructions	72
A0096	Make time checks	72
A0093	Issue weather advisories	72
A0082	Issue bird advisories	72
A0099	Notify agencies of runways in use	71
A0017	Approve or issue radar pointouts	70
A0102	Operate or check voice recorders	69
A0032	Confirm aircraft identifications	69
A0089	Issue traffic advisories	69
A0095	Issue wind advisories	68
A0044	Control visual approaches	67
A0006	Apply wake turbulence separations	67
A0059	Copy or relay standard weather observations	66
A0050	Coordinate use of airspace with other agencies or facilities	66
A0045	Coordinate aircraft handoffs with appropriate agencies	65
A0081	Issue altitude assignments	65
A0139	Request aircraft position information	65
A0140	Request PIREP in-flight weather conditions	64
A0122	Relay aircraft arrival or departure times	63
A0031	Confirm aircraft altitudes	63
A0001	Activate backup communications systems	61

* Average Number of Tasks Performed - 94

TABLE 17

REPRESENTATIVE TASKS PERFORMED BY <u>ALL</u> 1C151 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=1,018)
A0005	Annotate or update flight progress strips	92
A0106	Perform interfacility coordinations	91
A0080	Issue altimeter settings	91
A0093	Issue weather advisories	91
A0018	Assign frequencies to aircraft	90
A0107	Perform intrafacility coordinations	90
A0089	Issue traffic advisories	90
A0143	Transfer communications	90
A0023	Complete preduty equipment checklists	90
A0095	Issue wind advisories	90
A0006	Apply wake turbulence separations	90
A0135	Relay pilot reports (PIREPs)	90
A0098	Monitor assigned frequencies	89
A0103	Participate in preduty familiarization briefings	89
A0004	Annotate facility logs, such as position or events logs	89
A0140	Request PIREP in-flight weather conditions	89
A0013	Approve or coordinate instrument flight rule (IFR) aircraft departures	88
A0019	Assign transponder modes or codes	88
A0084	Issue departure instructions	88
A0094	Issue wheels-down advisories	88
A0022	Clean work areas or equipment	88
A0082	Issue bird advisories	88
A0056	Copy or issue airfield advisories	87
A0091	Issue wake turbulence advisories	87
A0123	Relay aircraft emergency information	87
A0030	Conduct facility tours	87
A0144	Transfer control	85
A0058	Copy or issue meteorological aviation report (METAR) weather reports	85
A0096	Make time checks	85
A0067	File flight progress strips	84
A0145	Transfer position responsibility	84
A0130	Relay IFR clearances	83
A0085	Issue go-around instructions	83
A0044	Control visual approaches	82
A0114	Perform visual separations	82
A0040	Control emergency approaches	82
A0055	Copy IFR clearance data	80
A0099	Notify agencies of runways in use	80
A0139	Request aircraft position information	80
A0118	Provide special handling for very important persons (VIPs) or coded aircraft	80
A0020	Authorize or control circling maneuvers	80
A0116	Provide special handling for aircraft navigational aid (NAVAID) flight inspections	80
A0081	Issue altitude assignments	77

* Average Number of Tasks Performed - 147

TABLE 18

REPRESENTATIVE TASKS PERFORMED BY <u>ACTIVE DUTY</u> 1C151 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=996)
A0005	Annotate or update flight progress strips	92
A0080	Issue altimeter settings	92
A0093	Issue weather advisories	91
A0018	Assign frequencies to aircraft	90
A0106	Perform interfacility coordinations	90
A0107	Perform intrafacility coordinations	90
A0089	Issue traffic advisories	90
A0143	Transfer communications	90
A0023	Complete preduty equipment checklists	90
A0095	Issue wind advisories	90
A0006	Apply wake turbulence separations	90
A0135	Relay pilot reports (PIREPs)	90
A0098	Monitor assigned frequencies	89
A0103	Participate in preduty familiarization briefings	89
A0004	Annotate facility logs, such as position or events logs	89
A0140	Request PIREP in-flight weather conditions	89
A0013	Approve or coordinate instrument flight rule (IFR) aircraft departures	88
A0019	Assign transponder modes or codes	88
A0084	Issue departure instructions	88
A0094	Issue wheels-down advisories	88
A0022	Clean work areas or equipment	88
A0082	Issue bird advisories	88
A0056	Copy or issue airfield advisories	87
A0091	Issue wake turbulence advisories	87
A0123	Relay aircraft emergency information	87
A0030	Conduct facility tours	87
A0144	Transfer control	85
A0058	Copy or issue meteorological aviation report (METAR) weather reports	85
A0096	Make time checks	85
A0067	File flight progress strips	84
A0145	Transfer position responsibility	83
A0130	Relay IFR clearances	83
A0085	Issue go-around instructions	83
A0044	Control visual approaches	82
A0114	Perform visual separations	82
A0040	Control emergency approaches	82
A0118	Provide special handling for very important persons (VIPs) or coded aircraft	81
A0055	Copy IFR clearance data	80
A0099	Notify agencies of runways in use	80
A0139	Request aircraft position information	80
A0020	Authorize or control circling maneuvers	80
A0116	Provide special handling for aircraft navigational aid (NAVAID) flight inspections	80

* Average Number of Tasks Performed - 147

TABLE 19

REPRESENTATIVE TASKS PERFORMED BY <u>ANG</u> 1C151 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=22)
A0004	Annotate facility logs, such as position or events logs	100
A0005	Annotate or update flight progress strips	95
A0145	Transfer position responsibility	95
A0089	Issue traffic advisories	95
A0106	Perform interfacility coordinations	95
A0107	Perform intrafacility coordinations	95
A0140	Request PIREP in-flight weather conditions	95
A0098	Monitor assigned frequencies	91
A0023	Complete preduty equipment checklists	91
A0103	Participate in preduty familiarization briefings	91
A0095	Issue wind advisories	91
A0144	Transfer control	91
A0022	Clean work areas or equipment	91
A0093	Issue weather advisories	91
A0006	Apply wake turbulence separations	86
A0018	Assign frequencies to aircraft	86
A0143	Transfer communications	86
A0102	Operate or check voice recorders	86
A0139	Request aircraft position information	86
A0135	Relay pilot reports (PIREPs)	86
A0058	Copy or issue meteorological aviation report (METAR) weather reports	86
A0056	Copy or issue airfield advisories	86
A0082	Issue bird advisories	86
A0114	Perform visual separations	86
A0013	Approve or coordinate instrument flight rule (IFR) aircraft departures	82
A0094	Issue wheels-down advisories	82
A0081	Issue altitude assignments	82
A0080	Issue altimeter settings	82
A0084	Issue departure instructions	82
A0019	Assign transponder modes or codes	77
A0037	Control aircraft operations in Class D airspace	77
A0032	Confirm aircraft identifications	77
A0096	Make time checks	77
A0067	File flight progress strips	77
A0055	Copy IFR clearance data	77
A0087	Issue missed approach instructions	77
A0044	Control visual approaches	77
A0123	Relay aircraft emergency information	77
A0091	Issue wake turbulence advisories	77
A0085	Issue go-around instructions	77
A0015	Approve or coordinate special visual flight rule (SVFR) operations	77
A0045	Coordinate aircraft handoffs with appropriate agencies	73
A0130	Relay IFR clearances	73

* Average Number of Tasks Performed - 132

TABLE 20

TASKS WHICH BEST DIFFERENTIATE BETWEEN ACTIVE DUTY DAFSCs 1C131 AND 1C151 PERSONNEL (PERCENT MEMBERS PERFORMING)

TASKS		ACTIVE DAFSC 1C131 (N=193)	ACTIVE DAFSC 1C151 (N=996)	DIFF
F0483	Conduct OJT	7	61	-54
F0489	Counsel trainees on training progress	4	54	-50
F0499	Evaluate progress of trainees	3	52	-49
F0501	Maintain training records or files	7	54	-47
A0040	Control emergency approaches	45	82	-37
A0105	Perform facility evacuation procedures (NAVAID) flight inspections	24	60	-36
F0495	Evaluate personnel to determine training needs	3	39	-36
F0478	Conduct facility rating training	2	38	-36
E0335	Assign personnel to work areas or duty positions	0	36	-36
A0042	Control receiver-only aircraft	41	75	-34
A0141	Request or relay clearances for landings using light or voice systems	33	67	-34
A0123	Relay aircraft emergency information	54	87	-33
B0195	Provide radar assistance to emergency aircraft	18	51	-33
E0344	Conduct supervisory performance feedback sessions	0	33	-33
A0041	Control no-radio (NORDO) aircraft	47	79	-32
A0118	Provide special handling for very important persons (VIPs) or coded aircraft	50	81	-31
A0091	Issue wake turbulence advisories	56	87	-31
F0471	Administer or score tests	3	34	-31
A0085	Issue go-around instructions	52	83	-31
A0111	Perform procedures for suspending or resuming runway operations	44	74	-30
A0027	Conduct briefings on ATC operations	40	70	-30
A0072	Initiate emergency assistance procedures	46	76	-30
A0104	Participate in simulated crash, alert, or disaster control exercises	28	58	-30
A0115	Provide special handling for air ambulance aircraft	39	69	-29
A0127	Relay arresting system information	31	60	-29

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TABLE 21

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY AND ANG DAFSC 1C151 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		ACTIVE DAFSC 1C151 (N=996)	ANG DAFSC 1C151 (N=22)	DIFF
F0499	Evaluate progress of trainees	52	9	43
A0118	Provide special handling for very important persons (VIPs) or coded aircraft	81	41	40
F0483	Conduct OJT	61	23	38
F0489	Counsel trainees on training progress	54	18	36
F0501	Maintain training records or files	54	18	36
F0495	Evaluate personnel to determine training needs	39	5	34
E0344	Conduct supervisory performance feedback sessions	33	0	33
A0043	Control traffic at satellite airports	50	18	32
C0238	Prepare automatic terminal information service (ATIS) messages for transmissions	44	14	30
C0208	Adjust bright radar indicator tower equipment (BRITE) or digital bright radar indicator tower equipment (DBRITE) radar systems	44	14	30
B0165	Coordinate approach or landing sequences	54	24	30
A0027	Conduct briefings on ATC operations	70	41	29
D0268	Erect or tear down ATC facilities	2	55	-52
D0267	Erect or tear down tents	3	50	-47
D0327	Tear down, inspect, clean, and reassemble weapons, such as M-16 rifles	4	36	-33
D0307	Perform camp or site security	1	32	-31
D0311	Prepare equipment for deployments	1	32	-31
D0297	Participate in convoys	1	32	-31
D0265	Don or doff chemical warfare personal protective clothing	11	41	-30
D0299	Perform camouflage procedures	3	32	-29
D0269	Erect or tear down communications facilities	1	27	-26
D0272	Identify chemical warfare agents	7	32	-25
D0300	Perform chemical warfare agent decontamination procedures	5	27	-22
D0296	Pack or palletize mobility or contingency equipment for shipment or movement	1	23	-22

TABLE 22

REPRESENTATIVE TASKS PERFORMED BY <u>ALL</u> 1C171 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=639)
A0004	Annotate facility logs, such as position or events logs	87
A0005	Annotate or update flight progress strips	86
A0103	Participate in preduty familiarization briefings	86
A0106	Perform interfacility coordinations	85
A0023	Complete preduty equipment checklists	85
A0098	Monitor assigned frequencies	84
A0107	Perform intrafacility coordinations	84
A0080	Issue altimeter settings	84
A0093	Issue weather advisories	84
A0135	Relay pilot reports (PIREPs)	84
A0089	Issue traffic advisories	83
A0095	Issue wind advisories	83
A0006	Apply wake turbulence separations	83
A0140	Request PIREP in-flight weather conditions	83
A0018	Assign frequencies to aircraft	82
A0013	Approve or coordinate instrument flight rule (IFR) aircraft departures	82
A0143	Transfer communications	82
A0084	Issue departure instructions	82
A0056	Copy or issue airfield advisories	82
A0019	Assign transponder modes or codes	81
A0094	Issue wheels-down advisories	81
A0082	Issue bird advisories	81
A0091	Issue wake turbulence advisories	81
A0123	Relay aircraft emergency information	81
A0030	Conduct facility tours	80
A0145	Transfer position responsibility	79
A0058	Copy or issue meteorological aviation report (METAR) weather reports	78
A0085	Issue go-around instructions	78
A0144	Transfer control	77
A0067	File flight progress strips	77
A0044	Control visual approaches	77
A0130	Relay IFR clearances	77
A0022	Clean work areas or equipment	77
A0020	Authorize or control circling maneuvers	77
A0096	Make time checks	77
A0001	Activate backup communications systems	77
A0055	Copy IFR clearance data	76
A0040	Control emergency approaches	76
A0118	Provide special handling for very important persons (VIPs) or coded aircraft	75
A0139	Request aircraft position information	75
A0116	Provide special handling for aircraft navigational aid (NAVAID) flight inspections	75
A0099	Notify agencies of runways in use	74
A0049	Coordinate status of ATC facilities with other agencies	74

* Average Number of Tasks Performed - 162

TABLE 23

REPRESENTATIVE TASKS PERFORMED BY <u>ACTIVE DUTY</u> 1C171 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=608)
A0004	Annotate facility logs, such as position or events logs	87
A0103	Participate in preduty familiarization briefings	86
A0005	Annotate or update flight progress strips	85
A0106	Perform interfacility coordinations	85
A0023	Complete preduty equipment checklists	85
A0098	Monitor assigned frequencies	84
A0107	Perform intrafacility coordinations	84
A0080	Issue altimeter settings	83
A0095	Issue wind advisories	83
A0006	Apply wake turbulence separations	83
A0093	Issue weather advisories	83
A0135	Relay pilot reports (PIREPs)	83
A0140	Request PIREP in-flight weather conditions	83
A0018	Assign frequencies to aircraft	82
A0089	Issue traffic advisories	82
A0143	Transfer communications	82
A0056	Copy or issue airfield advisories	82
A0013	Approve or coordinate instrument flight rule (IFR) aircraft departures	81
A0084	Issue departure instructions	81
A0094	Issue wheels-down advisories	81
A0082	Issue bird advisories	81
A0123	Relay aircraft emergency information	81
A0019	Assign transponder modes or codes	80
A0091	Issue wake turbulence advisories	80
A0030	Conduct facility tours	79
A0145	Transfer position responsibility	78
A0085	Issue go-around instructions	78
A0144	Transfer control	77
A0058	Copy or issue meteorological aviation report (METAR) weather reports	77
A0044	Control visual approaches	77
A0022	Clean work areas or equipment	77
A0130	Relay IFR clearances	77
A0020	Authorize or control circling maneuvers	77
A0096	Make time checks	77
A0001	Activate backup communications systems	77
A0067	File flight progress strips	76
A0040	Control emergency approaches	76
A0118	Provide special handling for very important persons (VIPs) or coded aircraft	75
A0055	Copy IFR clearance data	75
A0116	Provide special handling for aircraft navigational aid (NAVAID) flight inspections	75
A0139	Request aircraft position information	74
A0131	Relay information for issuance of notices to airmen (NOTAMs)	74
A0099	Notify agencies of runways in use	73

* Average Number of Tasks Performed - 161

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TABLE 24

REPRESENTATIVE TASKS PERFORMED BY <u>ANG</u> 1C171 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=31)
A0080	Issue altimeter settings	94
A0084	Issue departure instructions	94
A0004	Annotate facility logs, such as position or events logs	94
A0044	Control visual approaches	94
A0082	Issue bird advisories	94
A0037	Control aircraft operations in Class D airspace	90
A0018	Assign frequencies to aircraft	90
A0089	Issue traffic advisories	90
A0005	Annotate or update flight progress strips	90
A0130	Relay IFR clearances	90
A0093	Issue weather advisories	90
A0135	Relay pilot reports (PIREPs)	90
A0106	Perform interfacility coordinations	87
A0095	Issue wind advisories	87
A0013	Approve or coordinate instrument flight rule (IFR) aircraft departures	87
A0103	Participate in preduty familiarization briefings	87
A0055	Copy IFR clearance data	87
A0006	Apply wake turbulence separations	87
A0096	Make time checks	87
A0022	Clean work areas or equipment	87
A0020	Authorize or control circling maneuvers	87
A0030	Conduct facility tours	87
A0098	Monitor assigned frequencies	84
A0081	Issue altitude assignments	84
A0107	Perform intrafacility coordinations	84
A0143	Transfer communications	84
A0145	Transfer position responsibility	84
A0019	Assign transponder modes or codes	84
A0058	Copy or issue meteorological aviation report (METAR) weather reports	84
A0023	Complete preduty equipment checklists	84
A0091	Issue wake turbulence advisories	84
A0102	Operate or check voice recorders	84
A0032	Confirm aircraft identifications	84
A0139	Request aircraft position information	84
A0140	Request PIREP in-flight weather conditions	84
A0049	Coordinate status of ATC facilities with other agencies	84
A0056	Copy or issue airfield advisories	84
A0015	Approve or coordinate special visual flight rule (SVFR) operations	84
A0041	Control no-radio (NORDO) aircraft	84
A0094	Issue wheels-down advisories	81
A0122	Relay aircraft arrival or departure times	81
A0067	File flight progress strips	81
A0027	Conduct briefings on ATC operations	81

* Average Number of Tasks Performed - 181

TABLE 25

TASKS WHICH BEST DIFFERENTIATE BETWEEN ACTIVE DUTY DAFSCs 1C151 AND 1C171 PERSONNEL (PERCENT MEMBERS PERFORMING)

TASKS		ACTIVE DAFSC 1C151 (N=996)	ACTIVE DAFSC 1C171 (N=608)	DIFF
E0402	Evaluate personnel for compliance with performance standards	18	52	-34
E0341	Conduct self-inspections or self-assessments	13	46	-33
E0335	Assign personnel to work areas or duty positions	36	66	-30
E0464	Supervise military personnel	26	56	-30
E0344	Conduct supervisory performance feedback sessions	32	62	-30
E0469	Write recommendations for awards or decorations	22	51	-29
E0346	Conduct supervisory orientations for newly assigned personnel	21	50	-29
E0406	Evaluate work schedules	7	34	-27
G0531	Participate in general meetings, such as staff meetings, briefings, conferences, or workshops, other than conducting	12	39	-27
E0415	Inspect personnel for compliance with military standards	16	43	-27
E0365	Develop or establish work schedules	11	38	-27
E0467	Write performance reports or supervisory appraisals	22	49	-27
E0357	Determine or establish work assignments or priorities	20	47	-27
E0417	Interpret policies, directives, or procedures for subordinates	15	41	-26
E0416	Interpret ATC policies for customers	13	39	-26
E0364	Develop or establish work methods or procedures	9	34	-25
E0353	Counsel subordinates concerning personal matters	27	52	-25
E0403	Evaluate personnel for promotion, demotion, reclassification, or special awards	10	35	-25
E0340	Conduct general meetings, such as staff meetings, briefings, conferences, or workshops	10	35	-25
E0440	Prepare operating instructions (OIs)	4	28	-24
E0334	Approve electrical power transfers	29	52	-23
E0397	Evaluate letters of agreement (LOAs)	8	31	-23
E0366	Direct administrative functions	3	25	-22
E0462	Schedule work assignments or priorities	6	28	-22
E0373	Direct tower VFR control activities	15	35	-20

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TABLE 26

TASKS WHICH BEST DIFFERENTIATE BETWEEN ANG DAFSCs 1C151 AND 1C171 PERSONNEL (PERCENT MEMBERS PERFORMING)

TASKS	ANG DAFSC 1C151 (N=22)	ANG DAFSC 1C171 (N=31)	DIFF
A0051 Coordinate or control aircraft surge launch and recovery (ASLAR) operations	32	3	29
A0046 Coordinate altitude reservation conflicts with appropriate agencies	27	6	21
F0501 Maintain training records or files	18	71	-53
F0483 Conduct OJT	23	74	-51
E0341 Conduct self-inspections or self-assessments	5	52	-47
E0335 Assign personnel to work areas or duty positions	18	66	-46
F0495 Evaluate personnel to determine training needs	5	49	-44
E0373 Direct tower VFR control activities	5	49	-44
F0499 Evaluate progress of trainees	9	52	-43
C0232 Operate aircraft arresting systems	9	52	-43
C0233 Operate airfield lighting systems	32	74	-42
E0464 Supervise military personnel	5	46	-41
A0027 Conduct briefings on ATC operations	41	81	-40
F0492 Develop performance tests	9	48	-39
F0479 Conduct formal course classroom training	5	42	-37
C0214 Authorize simultaneous opposite direction operations	27	64	-37
F0509 Write training reports	18	55	-37
F0489 Counsel trainees on training progress	18	55	-37
F0493 Develop training materials or aids	0	35	-35
E0397 Evaluate letters of agreement (LOAs)	0	35	-35
F0500 Inspect training materials or aids for operation or suitability	0	35	-35
F0477 Conduct control tower proficiency training	14	49	-35
C0239 Request aircraft releases from departure control	36	71	-35
C0212 Authorize intersection takeoffs	36	71	-35
A0129 Relay field operating conditions	41	74	-33

TABLE 27

TASKS WHICH BEST DIFFERENTIATE BETWEEN ACTIVE DUTY AND ANG DAFSC 1C171 PERSONNEL (PERCENT MEMBERS PERFORMING)

TASKS		ACTIVE DAFSC 1C171 (N=608)	ANG DAFSC 1C171 (N=31)	DIFF
E0344	Conduct supervisory performance feedback sessions	62	13	49
C0208	Adjust bright radar indicator tower equipment (BRITE) or digital bright radar indicator tower equipment (DBRITE) radar systems	54	13	41
E0467	Write performance reports or supervisory appraisals	49	9	40
E0469	Write recommendations for awards or decorations	51	16	35
E0415	Inspect personnel for compliance with military standards	43	13	30
C0240	Select appropriate wind sensors	50	22	28
A0052	Coordinate or control priority missions	62	36	26
A0100	Operate generators, other than field generators	54	29	25
E0402	Evaluate personnel for compliance with performance standards	52	29	23
E0334	Approve electrical power transfers	52	29	23
E0403	Evaluate personnel for promotion, demotion, reclassification, or special awards	35	13	22
E0414	Initiate actions required due to substandard performance of personnel	28	6	22
E0417	Interpret policies, directives, or procedures for subordinates	41	19	22
F0474	Conduct Air National Guard (ANG) or Air Force Reserve Command (AFRC) ATC training	4	51	-47
D0268	Erect or tear down ATC facilities	3	48	-45
D0267	Erect or tear down tents	4	45	-41
C0214	Authorize simultaneous opposite direction operations	29	64	-35
C0232	Operate aircraft arresting systems	18	52	-34
D0297	Participate in convoys	3	32	-33
D0294	Operate M-series vehicles	3	35	-32
D0299	Perform camouflage procedures	4	35	-31
D0282	Load or offload equipment from aircraft or vehicles	2	32	-30
D0311	Prepare equipment for deployments	2	32	-30
C0221	Control simulated flameout (SFO) approaches	23	52	-29
A0037	Control aircraft operations in Class D airspace	62	90	-28

TABLE 28

REPRESENTATIVE TASKS PERFORMED BY <u>ALL</u> 1C191 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=72)
G0531	Participate in general meetings, such as staff meetings, briefings, conferences, or workshops, other than conducting	82
E0397	Evaluate letters of agreement (LOAs)	82
E0416	Interpret ATC policies for customers	82
E0469	Write recommendations for awards or decorations	82
E0403	Evaluate personnel for promotion, demotion, reclassification, or special awards	82
E0353	Counsel subordinates concerning personal matters	81
E0464	Supervise military personnel	79
E0344	Conduct supervisory performance feedback sessions	79
E0340	Conduct general meetings, such as staff meetings, briefings, conferences, or workshops	78
E0402	Evaluate personnel for compliance with performance standards	78
E0357	Determine or establish work assignments or priorities	78
A0107	Perform intrafacility coordinations	78
E0417	Interpret policies, directives, or procedures for subordinates	76
E0406	Evaluate work schedules	76
E0341	Conduct self-inspections or self-assessments	76
E0346	Conduct supervisory orientations for newly assigned personnel	76
A0143	Transfer communications	76
A0106	Perform interfacility coordinations	76
A0123	Relay aircraft emergency information	76
A0140	Request PIREP in-flight weather conditions	76
A0135	Relay pilot reports (PIREPs)	76
E0467	Write performance reports or supervisory appraisals	75
E0415	Inspect personnel for compliance with military standards	75
A0098	Monitor assigned frequencies	75
A0095	Issue wind advisories	75
A0089	Issue traffic advisories	75
A0005	Annotate or update flight progress strips	75
A0091	Issue wake turbulence advisories	75
A0080	Issue altimeter settings	75
A0145	Transfer position responsibility	75
A0056	Copy or issue airfield advisories	75
A0093	Issue weather advisories	75
A0103	Participate in preduty familiarization briefings	75
E0365	Develop or establish work schedules	74
E0335	Assign personnel to work areas or duty positions	74
A0004	Annotate facility logs, such as position or events logs	74
A0027	Conduct briefings on ATC operations	74
A0006	Apply wake turbulence separations	74
A0114	Perform visual separations	74
A0094	Issue wheels-down advisories	72
A0084	Issue departure instructions	72

* Average Number of Tasks Performed - 199

TABLE 29

REPRESENTATIVE TASKS PERFORMED BY <u>ACTIVE DUTY</u> 1C191 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=64)
E0416	Interpret ATC policies for customers	84
E0469	Write recommendations for awards or decorations	84
E0344	Conduct supervisory performance feedback sessions	84
E0353	Counsel subordinates concerning personal matters	81
E0403	Evaluate personnel for promotion, demotion, reclassification, or special awards	81
G0531	Participate in general meetings, such as staff meetings, briefings, conferences, or workshops, other than conducting	80
E0397	Evaluate letters of agreement (LOAs)	80
E0402	Evaluate personnel for compliance with performance standards	80
E0417	Interpret policies, directives, or procedures for subordinates	80
E0467	Write performance reports or supervisory appraisals	80
E0340	Conduct general meetings, such as staff meetings, briefings, conferences, or workshops	78
E0464	Supervise military personnel	78
E0406	Evaluate work schedules	78
A0107	Perform intrafacility coordinations	78
E0346	Conduct supervisory orientations for newly assigned personnel	77
A0143	Transfer communications	77
A0106	Perform interfacility coordinations	77
A0123	Relay aircraft emergency information	77
A0135	Relay pilot reports (PIREPs)	77
A0140	Request PIREP in-flight weather conditions	77
E0357	Determine or establish work assignments or priorities	75
E0341	Conduct self-inspections or self-assessments	75
E0415	Inspect personnel for compliance with military standards	75
A0098	Monitor assigned frequencies	75
A0095	Issue wind advisories	75
A0089	Issue traffic advisories	75
A0006	Apply wake turbulence separations	75
A0091	Issue wake turbulence advisories	75
A0005	Annotate or update flight progress strips	75
A0080	Issue altimeter settings	75
A0145	Transfer position responsibility	75
A0122	Relay aircraft arrival or departure times	75
A0056	Copy or issue airfield advisories	75
A0093	Issue weather advisories	75
A0103	Participate in preduty familiarization briefings	75
E0365	Develop or establish work schedules	73
E0335	Assign personnel to work areas or duty positions	73
E0411	Indorse performance reports or supervisory appraisals	73
E0388	Evaluate ATC customer surveys	73
A0094	Issue wheels-down advisories	73
A0004	Annotate facility logs, such as position or events logs	73

* Average Number of Tasks Performed - 194

TABLE 30

REPRESENTATIVE TASKS PERFORMED BY ANG 1C191 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=8)
E0397	Evaluate letters of agreement (LOAs)	100
G0531	Participate in general meetings, such as staff meetings, briefings, conferences, or workshops, other than conducting	100
E0357	Determine or establish work assignments or priorities	100
G0527	Maintain administrative files, such as correspondence files or classified files	88
E0464	Supervise military personnel	88
E0341	Conduct self-inspections or self-assessments	88
E0403	Evaluate personnel for promotion, demotion, reclassification, or special awards	88
E0366	Direct administrative functions	88
A0027	Conduct briefings on ATC operations	88
E0457	Schedule ATC meetings	88
E0377	Draft supplements or changes to directives, such as instructions, manuals, or indexes	88
F0501	Maintain training records or files	88
E0340	Conduct general meetings, such as staff meetings, briefings, conferences, or workshops	75
E0375	Draft agenda for general meetings, such as staff meetings, briefings, conferences, or workshops	75
E0365	Develop or establish work schedules	75
D0298	Participate in mobility exercise planning meetings	75
A0050	Coordinate use of airspace with other agencies or facilities	75
D0255	Conduct site surveys for locating mobile ATC and landing system (ATCALS)	75
A0004	Annotate facility logs, such as position or events logs	75
G0518	Establish publications libraries	75
D0253	Conduct mobility or contingency procedure orientations or briefings, other than for aircrews	75
D0310	Position mobile ATC equipment or support equipment	75
E0364	Develop or establish work methods or procedures	75
E0335	Assign personnel to work areas or duty positions	75
G0516	Establish administrative files, such as correspondence files or classified files	75
A0098	Monitor assigned frequencies	75
G0534	Write minutes of briefings, conferences, or meetings	75
G0530	Maintain or update status indicators, such as boards, graphs, or charts	75
E0396	Evaluate job-related suggestions	75
A0005	Annotate or update flight progress strips	75
A0080	Issue altimeter settings	75
A0081	Issue altitude assignments	75
A0058	Copy or issue meteorological aviation report (METAR) weather reports	75
A0103	Participate in preduty familiarization briefings	75
A0018	Assign frequencies to aircraft	75
A0106	Perform interfacility coordinations	75
A0143	Transfer communications	75
F0506	Schedule training	75
A0026	Conduct briefings on ATC equipment	75

* Average Number of Tasks Performed - 240

TABLE 31

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY DAFSCs 1C171 AND 1C191 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		ACTIVE DAFSC 1C171 (N=608)	ACTIVE DAFSC 1C191 (N=64)	DIFF
F0483	Conduct OJT	63	34	29
B0202	Sequence aircraft	44	16	28
B0149	Apply final approach course intercept procedures	41	13	28
F0471	Administer or score tests	40	13	27
B0176	Issue climbout instructions	49	22	27
B0169	Identify aircraft using primary radar methods	46	19	27
B0198	Provide radar service for departures	40	14	26
F0478	Conduct facility rating training	43	17	26
B0159	Control instrument approaches	45	19	26
B0193	Provide basic radar services for VFR aircraft	42	16	26
F0501	Maintain training records or files	59	34	25
B0150	Apply merging target procedures	42	17	25
B0175	Issue approach clearances	42	17	25
E0454	Review manpower authorizations	10	70	-60
E0388	Evaluate ATC customer surveys	16	74	-58
E0395	Evaluate job or position descriptions	16	72	-56
E0413	Initiate personnel action requests	15	68	-53
E0385	Evaluate activity reports	8	61	-53
E0466	Write job or position descriptions	15	67	-52
E0411	Indorse performance reports or supervisory appraisals	21	73	-52
E0387	Evaluate ATC complaints	19	70	-51
E0336	Assign sponsors for newly assigned personnel	20	70	-50
E0460	Schedule personnel for temporary duty (TDY) assignments, leaves, or passes	19	69	-50
E0360	Develop personnel recall and accounting procedures	12	61	-49
E0397	Evaluate letters of agreement (LOAs)	31	80	-49

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TABLE 32

TASKS WHICH BEST DIFFERENTIATE BETWEEN ANG DAFSCs 1C171 AND 1C191 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		ANG DAFSC 1C171 (N=31)	ANG DAFSC 1C191 (N=8)	DIFF
A0090	Issue VFR-on-top clearances	62	13	49
C0238	Prepare automatic terminal information service (ATIS) messages for transmissions	45	0	45
A0136	Relay runway condition readings (RCRs)	61	25	36
A0015	Approve or coordinate special visual flight rule (SVFR) operations	84	50	34
A0070	Inform agencies of observed unusual events or incidents	71	38	33
A0044	Control visual approaches	94	63	31
A0087	Issue missed approach instructions	81	50	31
A0122	Relay aircraft arrival or departure times	81	50	31
C0231	Make or relay limited weather observations	68	38	30
A0069	Hold arriving visual flight rule (VFR) aircraft at visual fixes	55	25	30
B0162	Control VFR-on-top operations	29	0	29
A0037	Control aircraft operations in Class D airspace	90	62	28
A0085	Issue go-around instructions	77	50	27
E0403	Evaluate personnel for promotion, demotion, reclassification, or special awards	13	88	-75
G0527	Maintain administrative files, such as correspondence files or classified files	17	88	-71
E0457	Schedule ATC meetings	17	88	-71
E0377	Draft supplements or changes to directives, such as instructions, manuals, or indexes	17	88	-71
E0363	Develop inputs to mobility, contingency, disaster preparedness, or unit emergency or alert plans	6	75	-69
E0366	Direct administrative functions	20	88	-68
E0397	Evaluate letters of agreement (LOAs)	35	100	-65
E0415	Inspect personnel for compliance with military standards	13	75	-62
E0460	Schedule personnel for temporary duty (TDY) assignments, leaves, or passes	13	75	-62
E0396	Evaluate job-related suggestions	16	75	-59
G0516	Establish administrative files, such as correspondence files or classified files	16	75	-59
E0398	Evaluate logistics requirements, such as personnel, equipment, tools, parts, supplies, or workspace	16	75	-59

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TABLE 33

TASKS WHICH BEST DIFFERENTIATE BETWEEN ACTIVE DUTY AND ANG DAFSC 1C191 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS	ACTIVE DAFSC 1C191 (N=64)	ANG DAFSC 1C191 (N=8)	DIFF
C0238 Prepare automatic terminal information service (ATIS) messages for transmissions	67	0	67
C0240 Select appropriate wind sensors	64	0	64
E0411 Indorse performance reports or supervisory appraisals	74	13	61
E0388 Evaluate ATC customer surveys	74	13	61
E0387 Evaluate ATC complaints	71	13	58
E0466 Write job or position descriptions	68	13	55
G0523 Initiate or maintain standby rosters or workcenter pyramid recall rosters	52	0	52
E0344 Conduct supervisory performance feedback sessions	85	38	47
E0413 Initiate personnel action requests	69	25	44
E0394 Evaluate job hazards or compliance with Air Force Occupational Safety and Health (AFOSH) program	44	0	44
E0428 Plan equipment replacement programs	44	0	44
E0467 Write performance reports or supervisory appraisals	80	38	42
E0391 Evaluate ATC withdrawal packages	52	13	39
D0255 Conduct site surveys for locating mobile ATC and landing system (ATCALS)	3	75	-72
D0310 Position mobile ATC equipment or support equipment	3	75	-72
D0298 Participate in mobility exercise planning meetings	5	75	-70
D0253 Conduct mobility or contingency procedure orientations or briefings, other than for aircrews	6	75	-69
D0300 Perform chemical warfare agent decontamination procedures	8	75	-67
F0508 Write test questions	12	75	-63
F0471 Administer or score tests	12	75	-63
D0330 Update facility rating suspense files	2	63	-61
D0314 Prepare mobile functional support kits	2	63	-61
D0268 Erect or tear down ATC facilities	2	63	-61
F0474 Conduct Air National Guard (ANG) or Air Force Reserve Command (AFRC) ATC training	2	63	-61
D0299 Perform camouflage procedures	2	63	-61

TABLE 34

REPRESENTATIVE TASKS PERFORMED BY <u>ALL</u> 1C100 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=29)
E0416	Interpret ATC policies for customers	93
E0397	Evaluate letters of agreement (LOAs)	93
E0417	Interpret policies, directives, or procedures for subordinates	90
E0464	Supervise military personnel	90
E0387	Evaluate ATC complaints	90
E0469	Write recommendations for awards or decorations	90
E0402	Evaluate personnel for compliance with performance standards	90
E0341	Conduct self-inspections or self-assessments	90
E0395	Evaluate job or position descriptions	90
E0340	Conduct general meetings, such as staff meetings, briefings, conferences, or workshops	86
E0467	Write performance reports or supervisory appraisals	86
E0344	Conduct supervisory performance feedback sessions	86
E0364	Develop or establish work methods or procedures	86
E0403	Evaluate personnel for promotion, demotion, reclassification, or special awards	86
E0454	Review manpower authorizations	83
E0366	Direct administrative functions	83
E0353	Counsel subordinates concerning personal matters	83
E0383	Establish performance standards for subordinates	83
E0460	Schedule personnel for temporary duty (TDY) assignments, leaves, or passes	83
E0415	Inspect personnel for compliance with military standards	83
E0396	Evaluate job-related suggestions	83
E0466	Write job or position descriptions	83
E0336	Assign sponsors for newly assigned personnel	83
E0414	Initiate actions required due to substandard performance of personnel	83
E0407	Evaluate workload requirements	79
E0424	Maintain records of facility operations	79
E0358	Develop controller recognition programs	79
E0406	Evaluate work schedules	79
E0440	Prepare operating instructions (OIs)	79
E0390	Evaluate ATC voice-recorder tapes pertaining to aircraft accidents or incidents	79
E0346	Conduct supervisory orientations for newly assigned personnel	79
E0413	Initiate personnel action requests	79
G0531	Participate in general meetings, such as staff meetings, briefings, conferences, or workshops, other than conducting	76
E0456	Review drafts of instructions, manuals, or other directives	76
E0399	Evaluate memorandums of understanding (MOUs)	76
E0398	Evaluate logistics requirements, such as personnel, equipment, tools, parts, supplies, or workspace	76
E0357	Determine or establish work assignments or priorities	76
E0375	Draft agenda for general meetings, such as staff meetings, briefings, conferences, or workshops	76
E0411	Indorse performance reports or supervisory appraisals	76

* Average Number of Tasks Performed - 202

TABLE 35

REPRESENTATIVE TASKS PERFORMED BY <u>ACTIVE DUTY</u> 1C100 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=26)
E0416	Interpret ATC policies for customers	92
E0397	Evaluate letters of agreement (LOAs)	92
E0395	Evaluate job or position descriptions	92
E0417	Interpret policies, directives, or procedures for subordinates	88
E0464	Supervise military personnel	88
E0387	Evaluate ATC complaints	88
E0469	Write recommendations for awards or decorations	88
E0402	Evaluate personnel for compliance with performance standards	88
E0341	Conduct self-inspections or self-assessments	88
E0340	Conduct general meetings, such as staff meetings, briefings, conferences, or workshops	85
E0467	Write performance reports or supervisory appraisals	85
E0344	Conduct supervisory performance feedback sessions	85
E0454	Review manpower authorizations	85
E0364	Develop or establish work methods or procedures	85
E0383	Establish performance standards for subordinates	85
E0403	Evaluate personnel for promotion, demotion, reclassification, or special awards	85
E0466	Write job or position descriptions	85
E0366	Direct administrative functions	81
E0353	Counsel subordinates concerning personal matters	81
E0460	Schedule personnel for temporary duty (TDY) assignments, leaves, or passes	81
E0411	Indorse performance reports or supervisory appraisals	81
E0358	Develop controller recognition programs	81
E0406	Evaluate work schedules	81
E0415	Inspect personnel for compliance with military standards	81
E0396	Evaluate job-related suggestions	81
E0390	Evaluate ATC voice-recorder tapes pertaining to aircraft accidents or incidents	81
E0336	Assign sponsors for newly assigned personnel	81
E0414	Initiate actions required due to substandard performance of personnel	81
E0398	Evaluate logistics requirements, such as personnel, equipment, tools, parts, supplies, or workspace	77
E0407	Evaluate workload requirements	77
E0424	Maintain records of facility operations	77
E0365	Develop or establish work schedules	77
E0440	Prepare operating instructions (OIs)	77
E0346	Conduct supervisory orientations for newly assigned personnel	77
E0413	Initiate personnel action requests	77
G0531	Participate in general meetings, such as staff meetings, briefings, conferences, or workshops, other than conducting	73
E0456	Review drafts of instructions, manuals, or other directives	73
E0399	Evaluate memorandums of understanding (MOUs)	73
E0357	Determine or establish work assignments or priorities	73

* Average Number of Tasks Performed - 183

TABLE 36

REPRESENTATIVE TASKS PERFORMED BY <u>ANG</u> 1C100 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=3)
E0464	Supervise military personnel	100
E0403	Evaluate personnel for promotion, demotion, reclassification, or special awards	100
E0397	Evaluate letters of agreement (LOAs)	100
E0430	Plan self-inspection or self-assessment programs	100
E0455	Review TERPS packages	100
E0388	Evaluate ATC customer surveys	100
A0005	Annotate or update flight progress strips	100
A0098	Monitor assigned frequencies	100
A0037	Control aircraft operations in Class D airspace	100
A0004	Annotate facility logs, such as position or events logs	100
A0023	Complete preduty equipment checklists	100
A0103	Participate in preduty familiarization briefings	100
E0402	Evaluate personnel for compliance with performance standards	100
E0341	Conduct self-inspections or self-assessments	100
E0456	Review drafts of instructions, manuals, or other directives	100
E0364	Develop or establish work methods or procedures	100
E0424	Maintain records of facility operations	100
A0045	Coordinate aircraft handoffs with appropriate agencies	100
A0067	File flight progress strips	100
C0222	Control taxiing aircraft	100
C0223	Control vehicles, equipment, or personnel on movement areas using radios or light gun signals	100
A0080	Issue altimeter settings	100
A0040	Control emergency approaches	100
E0389	Evaluate ATC operations reports	100
E0387	Evaluate ATC complaints	100
E0346	Conduct supervisory orientations for newly assigned personnel	100
E0335	Assign personnel to work areas or duty positions	100
E0415	Inspect personnel for compliance with military standards	100
E0342	Conduct staff assistance visits, inspections, or audits	100
E0336	Assign sponsors for newly assigned personnel	100
A0145	Transfer position responsibility	100
A0106	Perform interfacility coordinations	100
H0537	Identify and report equipment or supply problems	100
A0006	Apply wake turbulence separations	100
A0049	Coordinate status of ATC facilities with other agencies	100
F0482	Conduct mobility training	100
E0377	Draft supplements or changes to directives, such as instructions, manuals, or indexes	100
F0486	Conduct site survey training	100
A0091	Issue wake turbulence advisories	100
A0084	Issue departure instructions	100
A0081	Issue altitude assignments	100
A0058	Copy or issue meteorological aviation report (METAR) weather reports	100

* Average Number of Tasks Performed - 368

TABLE 37

TASKS WHICH BEST DIFFERENTIATE BETWEEN ACTIVE DUTY DAFSCs 1C191 AND 1C100 PERSONNEL (PERCENT MEMBERS PERFORMING)

TASKS		ACTIVE DAFSC 1C191 (N=64)	ACTIVE DAFSC 1C100 (N=26)	DIFF
C0211	Assign runways for landings or takeoffs	69	8	61
C0207	Activate primary crash alarm systems (PCASs)	68	8	60
C0224	Coordinate aircraft maintenance engine runups	68	8	60
C0229	Maintain surveillance of airport movement or surface areas	71	12	59
C0230	Make prevailing visibility observations	71	12	59
C0225	Coordinate runway changes	69	12	57
C0228	Issue takeoff or landing clearances	69	12	57
C0233	Operate airfield lighting systems	69	12	57
C0222	Control taxiing aircraft	69	12	57
C0223	Control vehicles, equipment, or personnel on movement areas using radios or light gun signals	69	12	57
C0209	Advise pilots of observed abnormal aircraft conditions	69	12	57
C0212	Authorize intersection takeoffs	64	8	56
E0370	Direct radar approach control (RAPCON) activities	9	69	-60
A0003	Align video maps	22	62	-40
B0162	Control VFR-on-top operations	6	42	-36
B0193	Provide basic radar services for VFR aircraft	16	50	-34
B0202	Sequence aircraft	16	50	-34
B0189	Perform radar contact lost procedures	17	50	-33
B0150	Apply merging target procedures	17	50	-33
B0175	Issue approach clearances	17	50	-33
B0198	Provide radar ervice for departures	14	46	-32
B0183	Operationally check primary radars	19	50	-31
A0086	Issue IFR holding instructions	19	50	-31
B0203	Terminate radar services	19	50	-31

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TABLE 38

TASKS WHICH BEST DIFFERENTIATE BETWEEN ANG DAFSCs 1C191 AND 1C100 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		ANG DAFSC 1C191 (N=8)	ANG DAFSC 1C100 (N=3)	DIFF
E0333	Administer facility rating examinations or position	62	33	29
G0534	Write minutes of briefings, conferences, or meetings	75	33	42
F0483	Conduct OJT	75	33	42
C0208	Adjust bright radar indicator tower equipment (BRITE) or digital bright radar indicator tower equipment(DBRITE) radar systems	38	0	38
E0465	Write inspection reports	38	0	38
A0142	Reroute aircraft around military operations areas(MOAs)	38	0	38
A0011	Approve or coordinate aircraft operations in warning or restricted areas	38	0	38
E0334	Approve electrical power transfers	38	0	38
E0445	Prepare standardization check forms	38	0	38
A0021	Calculate lowest usable flight levels	38	0	38
F0500	Inspect training materials or aids for operation or suitability	62	33	29
F0504	Prepare job qualification standards (JQSs)	62	33	29
F0489	Counsel trainees on training progress	62	33	29
E0452	Process ATCALS decommissioning messages	0	100	-100
E0459	Schedule NAVAID flight checks	0	100	-100
E0394	Evaluate job hazards or compliance with Air Force Occupational Safety and Health (AFOSH) program	0	100	-100
E0387	Evaluate ATC complaints	12	100	-88
E0453	Request ATCALS flight checks	12	100	-88
E0388	Evaluate ATC customer surveys	12	100	-88
E0461	Schedule staff assistance visits, inspections, or audits	12	100	-88
E0455	Review TERPS packages	25	100	-75
E0384	Establish procedures for accountability of equipment, tools, parts, or supplies	25	100	-75
E0385	Evaluate activity reports	25	100	-75
D0318	Process airfield waiver packages	25	100	-75
D0254	Conduct mobility surveillance visits	25	100	-75

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TABLE 39

TASKS WHICH BEST DIFFERENTIATE BETWEEN ACTIVE DUTY AND ANG DAFSC 1C100 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		ACTIVE DAFSC 1C100 (N=26)	ANG DAFSC 1C100 (N=3)	DIFF
E0370	Direct radar approach control (RAPCON) activities	69	0	69
E0411	Indorse performance reports or supervisory appraisals	80	33	47
E0334	Approve electrical power transfers	46	0	46
A0011	Approve or coordinate aircraft operations in warning or restricted areas	42	0	42
A0021	Calculate lowest usable flight levels	38	0	38
A0048	Coordinate search and rescue operations with appropriate agencies	38	0	38
E0447	Prepare or review service evaluation reports	38	0	38
E0382	Establish procedures for notifying other agencies of equipment failures	65	33	32
E0445	Prepare standardization check forms	31	0	31
B0178	Issue entry or exit clearances to special-use airspace	31	0	31
E0393	Evaluate inspection report findings or inspection procedures	61	33	28
H0540	Initiate requisitions for equipment, tools, parts, or supplies	27	0	27
B0181	Monitor special-use airspace	27	0	27
D0311	Prepare equipment for deployments	0	100	-100
D0248	Complete operations plan (OPLAN) sourcing requirements	0	100	-100
D0281	Level mobile tower equipment	0	100	-100
D0282	Load or offload equipment from aircraft or vehicles	0	100	-100
D0315	Prepare recommendations for standardization of facility procedures	0	100	-100
D0284	Maintain support agreements	0	100	-100
D0253	Conduct mobility or contingency procedure orientations or briefings, other than for aircrews	0	100	-100
D0254	Conduct mobility surveillance visits	0	100	-100
D0287	Monitor mobility deployment kits	0	100	-100
D0304	Perform explosive ordnance reconnaissance	0	100	-100
D0321	Request or distribute mobility requirements documents	0	100	-100
F0482	Conduct mobility training	0	100	-100

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TRAINING ANALYSIS

Occupational survey data are one of many sources of information which can be used to assist in the development of a training program relevant to the needs of personnel in their first enlistment. Factors which may be used in evaluating training include the overall description of the work being performed by first-enlistment personnel and their overall distribution across career ladder jobs, percentages of first-enlistment (1-48 months TAFMS) members performing specific tasks, as well as TE and TD ratings (previously explained in the **SURVEY METHODOLOGY** section).

First-Enlistment Personnel

In this study, there are 263 members in their first-enlistment (1-48 months TAFMS), representing 13 percent of the total survey sample. Figure 2 reflects the distribution of first-enlistment personnel within the career ladder. Most of their duty time is spent on technical activities. Table 40 displays the relative percent of time spent on duties by first-enlistment personnel. Reviewing the table, first-enlistment personnel spend 98 percent of their time performing the technical tasks of Duties A-C. First-enlistment personnel are primarily employed in the Air Traffic Control Job.

Table 41 lists representative tasks performed by first-enlistment personnel. All involve the General Air Traffic Control tasks of Duty A.

Table 42 reflects the Tower Equipment used by active duty first-job and first-enlistment respondents, while Table 43 lists the NAVAID Indicators used and Table 44 Radar Equipment used by active duty first-enlistment airmen.

DISTRIBUTION OF 1C1X1 FIRST-ENLISTMENT PERSONNEL
ACROSS SPECIALTY JOBS
(N = 263)
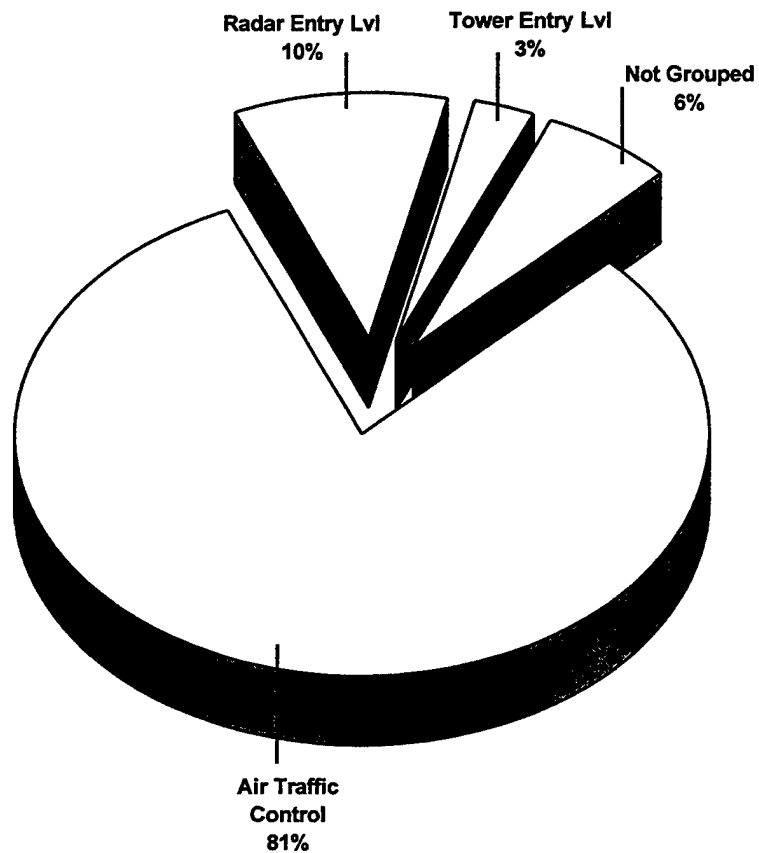
FIGURE 2

TABLE 40

RELATIVE PERCENT TIME SPENT ON DUTIES BY
FIRST-ENLISTMENT PERSONNEL
(N=263)

DUTIES		PERCENT TIME SPENT
A	PERFORMING GENERAL AIR TRAFFIC CONTROL ACTIVITIES	72
B	PERFORMING RADAR ACTIVITIES	13
C	PERFORMING CONTROL TOWER ACTIVITIES	13
D	PERFORMING MOBILE OPERATIONS ACTIVITIES	*
E	PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES	*
F	PERFORMING TRAINING ACTIVITIES	1
G	PERFORMING ADMINISTRATIVE ACTIVITIES	*
H	PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES	*

TABLE 41

REPRESENTATIVE TASKS PERFORMED BY AFSC 1C1X1
FIRST-ENLISTMENT PERSONNEL
(N=263)

TASKS		PERCENT MEMBERS PERFORMING
A0022	Clean work areas or equipment	94
A0005	Annotate or update flight progress strips	93
A0067	File flight progress strips	87
A0018	Assign frequencies to aircraft	87
A0103	Participate in preduty familiarization briefings	86
A0023	Complete preduty equipment checklists	86
A0019	Assign transponder modes or codes	86
A0107	Perform intrafacility coordinations	86
A0106	Perform interfacility coordinations	86
A0004	Annotate facility logs, such as position or events logs	86
A0080	Issue altimeter settings	85
A0143	Transfer communications	85
A0013	Approve or coordinate instrument flight rule (IFR) aircraft departures	84
A0098	Monitor assigned frequencies	83
A0058	Copy or issue meteorological aviation report (METAR) weather reports	82
A0056	Copy or issue airfield advisories	82
A0145	Transfer position responsibility	81
A0144	Transfer control	80
A0135	Relay pilot reports (PIREPs)	80
A0093	Issue weather advisories	79
A0082	Issue bird advisories	79
A0130	Relay IFR clearances	78
A0084	Issue departure instructions	78
A0095	Issue wind advisories	78
A0030	Conduct facility tours	78
A0089	Issue traffic advisories	77
A0096	Make time checks	77
A0055	Copy IFR clearance data	75
A0006	Apply wake turbulence separations	75
A0099	Notify agencies of runways in use	74
A0140	Request PIREP in-flight weather conditions	74
A0017	Approve or issue radar pointouts	73
A0032	Confirm aircraft identifications	73
A0044	Control visual approaches	72
A0102	Operate or check voice recorders	71
A0081	Issue altitude assignments	71
A0050	Coordinate use of airspace with other agencies or facilities	71
A0045	Coordinate aircraft handoffs with appropriate agencies	70

* Average Number of Tasks Performed -107

TABLE 42

TOWER EQUIPMENT USED BY ACTIVE DUTY
FIRST-ENLISTMENT AFSC 1C1X1 PERSONNEL

EQUIPMENT	1ST ENL (N=263)
Automated Weather Dissemination System (AWDS)	54
Automatic Terminal Information System (ATIS)	49
Ultrahigh Frequency (UHF) Console, AN/GRC-171	48
Wind Indicator, FMQ-13	48
Binoculars	46
Light Guns	46
Digital BRITE (DBRITE)	45
FM Radios	45
Communications Equipment Console, AN/OJ 314	44
Lighting Panels, Airfield	44
Primary Crash Alarm System (PCAS)	43
Tape Recorders	43
VHF Radio Set, AN/GRC-211	39
Flight Data System (FDS)	38
Emergency Evacuation Alarm	35
Programmable Indicator Data Processors	33
Request Acknowledge Units (RAUs)	29
Mobile Radios	24
Runway Visual Range (RVR) Equipment	19

TABLE 43

NAVAID INDICATOR USED BY ACTIVE DUTY
FIRST-ENLISTMENT AFSC 1C1X1 PERSONNEL

NAVAID	1ST ENL (N=263)
Instrument Landing System (ILS)	75
Tactical Air Navigation (TACAN)	51
Mobile TACAN	35
VHF Omnidirectional Range (VOR) Monitors	27
Non-Directional Radio Beacon (NDBs)	23

TABLE 44

RADAR EQUIPMENT USED BY ACTIVE DUTY
FIRST-ENLISTMENT AFSC 1C1X1 PERSONNEL

EQUIPMENT	1ST ENL (N=263)
AWDS	67
PIDPs	61
UHF Radio Set, AN/GRC-171	61
Tape Recorders	57
VHF Radio Set, AN/GRC-211	56
ATCTD	52
Communications Equipment Console, AN/OJ-314	46
Radar Approach Control (RAPCON) (fixed)	46
FD5	44
Radar Beacon System, AN/TPX-42	41
RABM, AN/TPX-49A	40
Video Mapper, AN/GPA-131A	38
RAUs	32
Radar System, AN/GPN-20	31
RVR Equipment	23

Training Emphasis (TE) and Task Difficulty (TD) Data

TE and TD data are secondary factors that can assist technical school personnel in deciding which tasks should be emphasized in entry-level training. These ratings, based on the judgments of senior career ladder NCOs working at operational units in the field, are collected to provide training personnel with a rank-ordering of those tasks in the JI considered important for first-enlistment personnel training (see Table 45 for the top-rated tasks), along with a measure of the difficulty of the JI tasks (see high rated tasks presented in Table 46). When combined with data on the percentages of first-enlistment personnel performing tasks, comparisons can then be made to determine if training adjustments are necessary. For example, tasks receiving high ratings on both task factors, accompanied by moderate to high percentages performing, may warrant resident training. Those tasks receiving high task factor ratings, but low percentages performing, may be more appropriately planned for OJT programs within the career ladder. Low task factor ratings may highlight tasks best omitted from training for first-enlistment personnel, but this decision must be weighed against percentages of personnel performing the tasks, command concerns, and criticality of the tasks.

To assist technical school personnel, AFOMS has developed a computer program that incorporates these secondary factors and the percentage of first-enlistment personnel performing each task to produce an Automated Training Indicator (ATI) for each task. These indicators correspond to training decisions listed and defined in the Training Decision Logic Table found in Attachment 2, AETCI 36-2601, and allows course personnel to quickly focus their attention on those tasks which are most likely to qualify for initial resident course consideration.

Table 45 presents tasks with the highest TE ratings for AFSC 1C1X1 first-enlistment airmen, while Table 46 displays those tasks AFSC 1C1X1 raters judged to be most difficult to learn. For example, TE raters (refer to Table 45) reported that tasks such as issuing traffic advisories and applying separation procedures require a high degree of training emphasis and, from the data, most airmen in their first job and within their first enlistment are performing these tasks. Table 46 shows TD raters reported preparing TERPS packages to be among the most difficult tasks to learn. However, due to the low numbers of individuals performing these types of tasks, they would be inappropriate for inclusion in a resident curriculum and are more appropriately taught as OJT items.

Various lists of tasks, accompanied by TE and TD ratings, and where appropriate, ATI information, are contained in the TRAINING EXTRACT package and should be reviewed in detail by training school personnel. (For a more detailed explanation of TE and TD ratings, see Task Factor Administration in the SURVEY METHODOLOGY section of this report.)

TABLE 45

TASKS RATED IN TRAINING EMPHASIS

TASKS		TNG EMP*	PERCENT MEMBERS PERFORMING		TASK DIFF**
			1ST JOB (N=134)	1ST ENL (N=263)	
A0089	Issue traffic advisories	7.39	58	77	5.31
A0006	Apply wake turbulence separations	7.34	57	75	6.15
B0151	Apply radar separation procedures	7.32	34	45	6.60
A0088	Issue safety alerts, such as low-altitude alerts	7.25	30	49	5.37
C0227	Establish landing procedures	6.84	26	37	6.67
B0202	Sequence aircraft	6.84	26	40	6.90
C0243	Separate IFR-VFR and VFR-VFR departures	6.73	24	34	6.21
C0242	Separate IFR-VFR and VFR-VFR arrivals	6.73	24	35	6.30
B0175	Issue approach clearances	6.70	31	43	4.89
A0032	Confirm aircraft identifications	6.68	63	73	3.60
A0017	Approve or issue radar printouts	6.66	68	73	4.93
C0228	Issue takeoff or landing clearances	6.66	31	38	4.68
B0150	Apply merging target procedures	6.66	30	41	5.77
B0191	Perform radar handoffs	6.59	43	50	5.24
A0085	Issue go-around instructions	6.55	37	61	4.53
B0189	Perform radar contact lost procedures	6.55	22	36	5.82
C0241	Separate IFR-IFR and VFR-VFR departures	6.55	22	33	6.11
A0130	Relay IFR clearances	6.43	69	78	4.43
B0195	Provide radar assistance to emergency aircraft	6.43	10	30	6.24
B0152	Authorize visual separations between IFR arrivals or departures	6.41	21	37	5.79
A0013	Approve or coordinate instrument flight rule (IFR) aircraft departures	6.41	77	84	4.61
B0169	Identify aircraft using primary radar methods	6.41	28	39	5.22
A0072	Initiate emergency assistance procedures	6.39	31	54	5.71
A0110	Perform nonradar separation procedures	6.39	17	32	7.76
B0197	Provide radar service for arrivals	6.39	32	43	5.64
A0084	Issue departure instructions	6.36	65	78	4.11
A0068	Formulate IFR clearances	6.36	37	47	5.31
B0176	Issue climbout emergency information	6.36	33	45	4.79

*   Mean TE Rating is 2.95, and Standard Deviation is 2.03 (High TE = 4.98)

** Average TD Rating is 5.00

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TABLE 46

TASKS RATED HIGHEST IN TASK DIFFICULTY

TASKS	TASK DIFF	PERCENT MEMBERS PERFORMING						TNG EMP
		1ST JOB (N=134)	1ST ENL (N=263)	3-SKL LVL (N=193)	5-SKL LVL (N=996)	7-SKL LVL (N=608)	
A0110 Perform nonradar separation procedures	7.76	17	32	24	51	43	6.39
E0451 Prepare or submit TERPS packages	7.31	0	0	0	3	10	1.00
D0317 Prepare terminal instrument procedures (TERPS) packages for mobile site development	7.22	0	0	0	0	2	.91
E0370 Direct radar approach control (RAPCON) activities	7.15	1	2	1	14	23	1.86
D0278 Install communications landlines	7.05	0	0	0	0	0	.55
A0051 Coordinate or control aircraft surge launch and recovery (ASLAR) operations	7.01	9	13	13	17	9	3.14
B0161 Control timed approaches	6.94	8	11	7	12	8	3.73
A0062 Determine aircraft positions using nonradar procedures	6.92	19	35	27	49	42	6.34
B0202 Sequence aircraft	6.90	26	40	32	53	44	6.84
D0318 Process airfield waiver packages	6.89	0	0	0	0	1	.80
E0368 Direct nonradar approach control activities	6.84	0	1	1	10	15	1.34
B0160 Control no-gyro aircraft	6.83	16	32	22	51	41	5.82
C0221 Control simulated flameout (SFO) approaches	6.78	12	17	15	18	23	5.91
F0487 Conduct TERPS specialist training	6.75	0	0	0	4	8	.91
D0255 Conduct site surveys for locating mobile ATC and landing system (ATCALS)	6.74	0	0	0	1	2	.91
A0116 Provide special handling for aircraft navigational aid(NAVAID) flight inspections	6.67	30	55	44	80	75	5.30
C0227 Establish landing sequences	6.67	26	37	33	46	56	6.84
E0374 Draft budget requirements	6.67	1	0	0	2	9	.91
B0192 Program scenarios for ATCTD or radar simulators	6.65	13	20	17	24	17	3.07
D0269 Erect or tear down communications facilities	6.63	0	1	2	1	1	1.89

*   Mean TE Rating is 2.95, and Standard Deviation is 2.03   (High TE = 4.98)

**   Average TD Rating is 5.00

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Specialty Training Standard (STS)

A comprehensive review of STS 1C1X1, dated February 1994, compared STS items to survey data (based on the previously mentioned assistance from subject-matter experts in matching JI tasks to STS elements). STS elements containing general knowledge information, mandatory entries, subject-matter-knowledge-only requirements, or basic supervisory responsibilities were not examined. Task knowledge and performance elements of the STS were compared against the standard set forth in AETCI 36-2601 and AFI 36-2623 (i.e., include tasks performed or knowledge required by 30 percent or more of the personnel in a skill level (criterion group) of the AFS.

Overall, the STS provides very comprehensive coverage of the work performed by personnel in this career ladder, with survey data supporting all of the essential elements. Some elements with no performance coding have high percentages of personnel performing matched tasks and should be reviewed by training personnel for possible inclusion in the basic course (Table 47).

Tasks not referenced to any element of the STS are listed at the end of the STS computer listing. These tasks were reviewed to determine if there were any tasks concentrated around any particular function or job. Those technical tasks performed by 30 percent or more respondents of the STS target groups, but which were not referenced to any STS element, are displayed in Table 48. Training personnel and SMEs should review these unreferenced tasks to determine if inclusion in the STS is justified.

TABLE 47

EXAMPLES OF TECHNICAL TASKS PERFORMED BY AFSC 1C1X1 GROUP MEMBERS SUGGESTED FOR PROFICIENCY CODE REVIEW TO PERFORMANCE CODING
(PERCENT MEMBERS PERFORMING)

TASKS	TNG EMP	PERCENT MEMBERS PERFORMING			TASK DIFF	ATI
		3-SKL LVL (N=68)	5-SKL LVL (N=138)	7-SKL LVL (N=146)		
MARSA						
6.b. A0108 **-** **B**						
Perform military assumes responsibility for separation of aircraft (MARSA) procedures	4.34	40	63	50	4.63	17
10.m. **Control emergency fuel aircraft** **b** **c**						
A0072 Initiate emergency aircraft assistance procedures	6.39	46	76	73	5.71	18
10.r. **Provide assistance to emergency aircraft:**						
10.r.(2) **Nonradar** **b** **c**						
A0040 Control emergency approaches	6.14	45	82	76	6.38	18
10.ad. **Special VFR procedures** **b** **B**						
A0015 Approve or coordinate special visual flight rule (SVFR) operations	4.98	50	68	65	5.81	18

*   Mean TE Rating is 2.95, and Standard Deviation is 2.03 (High TE = 4.98)

**   Average TD Rating is 5.00

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TABLE 48

EXAMPLES OF TECHNICAL TASKS PERFORMED BY 30 PERCENT OR MORE GROUP MEMBERS AND NOT REFERENCED TO THE STS

TASKS		TNG EMP	PERCENT MEMBERS PERFORMING				TASK DIFF	ATI
			3-SKL LVL (N=193)	5-SKL LVL (N=996)	7-SKL LVL (N=608)			
A0106	Perform interfacility coordinations	6.09	81	90	85	5.04	18
A0107	Perform intrafacility coordinations	6.05	81	90	84	4.94	18
A0111	Perform procedures for suspending or resuming runway operations	5.07	44	74	68	4.64	18
A0114	Perform visual separations	6.07	57	82	72	6.01	18
A0116	Provide special handling for aircraft navigational aid (NAVAID) flight inspections	5.30	44	80	75	6.67	18
A0118	Provide special handling for very important persons (VIPs) or coded aircraft	3.30	50	81	75	4.95	17
A0146	Update flight data on automated data systems	4.86	51	58	50	4.79	17
A0049	Coordinate status of ATC facilities with other agencies	4.75	49	72	73	4.06	17
A0054	Coordinate or relay SOF requests	3.34	47	68	60	4.07	17
A0080	Issue altimeter settings	5.89	80	92	83	1.92	13
A0023	Complete preduty equipment checklists	5.84	83	90	85	2.49	13
A0081	Issue altitude assignments	6.05	65	77	72	2.90	13
A0123	Relay aircraft emergency information	6.36	54	87	81	3.81	13

*   Mean TE Rating is 2.95, and Standard Deviation is 2.03   (High TE = 4.98)

**   Average TD Rating is 5.00

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JOB SATISFACTION ANALYSIS

An examination of the job satisfaction indicators of various groups can give career ladder managers a better understanding of some of the factors which may affect the job performance of airmen in the career ladder. Attitude questions covering job interest, perceived utilization of talents and training, sense of accomplishment from work, and reenlistment intentions were included in the survey booklet to provide indications of job satisfaction.

Table 49 presents job satisfaction data for AFSC 1C1X1 TAFMS groups, together with TAFMS data for a comparative sample of Mission Equipment Operations career ladders surveyed in 1996. All TAFMS groups rated perception of job interest, utilization of talents, utilization of training, and sense of accomplishment gained from work higher than the comparative sample. These same groups have much lower reenlistment intentions than the comparative sample. It is very interesting to note how job satisfaction of career ladder personnel declines with time in service for all indicators. A very high sixty-five percent of the second enlistment personnel indicate they will not reenlist.

An indication of how job satisfaction perceptions have changed over time is provided in Table 50, where again TAFMS data for the current survey respondents are presented, along with data from the last occupational survey report. Reviewing this table, current survey satisfaction ratings for job interest, perceived utilization of talents, sense of accomplishment from work, and reenlistment intentions are rated lower than the previous survey for first-and second-enlistment airmen. The career group (97 + TAFMS) rated all areas very close to the previous survey, with the exception of their sense of accomplishment gained from work which they rated lower. Reenlistment intentions for all TAFMS groups are much lower than the 1993 survey. There is an alarming decline in reenlistment intentions for the second-enlistment group, down from 74 percent from the previous survey to only 34 percent in the current survey.

In Table 51, a review of the job satisfaction ratings for the specialty jobs and clusters identified in this survey reveals very low satisfaction ratings for all areas among the Mobile Operations Job members. It is interesting to note the low sense of work accomplishment for the members of the Management Cluster, Tower Entry Level Job and TERPS Job.

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TABLE 49

COMPARISON OF JOB SATISFACTION INDICATORS BY TAFMS GROUPS
(PERCENT MEMBERS RESPONDING)

	1-48 MOS TAFMS		49-96 MOS TAFMS		97+ MOS TAFMS	
	1998 1C1X1 (N=111)	COMP SAMPLE* (N=468)	1998 1C1X1 (N=221)	COMP SAMPLE* (N=323)	1998 1C1X1 (N=1,391)	COMP SAMPLE* (N=964)
EXPRESSED JOB INTEREST:						
INTERESTING	90	56	82	68	79	70
SO-SO	5	25	13	17	14	16
DULL	5	18	5	15	7	14
PERCEIVED UTILIZATION OF TALENTS:						
FAIRLY WELL TO PERFECTLY	89	64	85	75	86	76
LITTLE OR NOT AT ALL	12	36	15	25	14	24
PERCEIVED UTILIZATION OF TRAINING:						
FAIRLY WELL TO PERFECTLY	98	73	94	67	91	68
LITTLE OR NOT AT ALL	2	27	5	33	9	32
SENSE OF ACCOMPLISHMENT GAINED FROM WORK:						
SATISFIED	85	60	71	61	69	67
NEUTRAL	9	21	13	16	11	11
DISSATISFIED	5	19	16	23	20	22
REENLISTMENT INTENTIONS:						
YES, OR PROBABLY YES	48	61	34	70	58	73
NO, OR PROBABLY NO	52	39	65	30	22	8
PLAN TO RETIRE	0	0	0	0	20	19

* Comparative sample of Mission Equipment Operations career ladders surveyed in 1996 include the 1C0X2, 1C2X1, and 1N1X1 AFSCs.

TABLE 50

COMPARISON OF CURRENT SURVEY AND PREVIOUS SURVEY BY TAFMS GROUPS
(PERCENT MEMBERS RESPONDING)

	1-48 MOS TAFMS		49-96 MOS TAFMS		97+ MOS TAFMS	
	1998 1C1X1 (N=111)	1994 1C1X1 (N=473)	1998 1C1X1 (N=221)	1994 1C1X1 (N=419)	1998 1C1X1 (N=1,391)	1994 1C1X1 (N=745)
EXPRESSED JOB INTEREST:						
INTERESTING	90	94	82	93	79	83
SO-SO	5	5	13	5	14	9
DULL	5	1	5	2	7	8
PERCEIVED UTILIZATION OF TALENTS:						
FAIRLY WELL TO PERFECTLY	89	94	85	93	86	86
LITTLE OR NOT AT ALL	12	5	15	6	14	14
PERCEIVED UTILIZATION OF TRAINING:						
FAIRLY WELL TO PERFECTLY	98	98	94	95	91	89
LITTLE OR NOT AT ALL	2	2	5	4	9	11
SENSE OF ACCOMPLISHMENT GAINED FROM WORK:						
SATISFIED	85	89	71	90	69	77
NEUTRAL	9	5	13	6	11	8
DISSATISFIED	5	5	16	4	20	15
REENLISTMENT INTENTIONS:						
YES, OR PROBABLY YES	48	69	34	74	58	73
NO, OR PROBABLY NO	52	31	65	26	22	9
PLAN TO RETIRE	0	0	0	0	20	18

TABLE 51

COMPARISON OF JOB SATISFACTION INDICATORS BY ACTIVE DUTY SPECIALTY JOBS
(PERCENT MEMBERS RESPONDING)

	Air Traffic Control Cluster (GP046) (N=1,606)	Mgmt Cluster (GP047) (N=70)	Instructor Job (GP048) (N=55)	Radar Entry Level Job (GP049) (N=52)	Tower Entry Level Job (GP050) (N=11)	TERPS Job (GP051) (N=8)	Mobile Ops Job (GP052) (N=5)
EXPRESSED JOB INTEREST:							
INTERESTING	81	77	91	82	73	100	40
SO-SO	13	19	4	10	18	0	40
DULL	6	4	5	8	9	0	20
PERCEIVED UTILIZATION OF TALENTS:							
FAIRLY WELL TO PERFECTLY	87	87	81	83	73	87	20
LITTLE OR NOT AT ALL	13	13	9	17	27	13	80
PERCEIVED UTILIZATION OF TRAINING:							
FAIRLY WELL TO PERFECTLY	93	83	93	94	82	87	20
LITTLE OR NOT AT ALL	7	17	7	6	18	13	80
SENSE OF ACCOMPLISHMENT GAINED FROM WORK:							
SATISFIED	71	69	80	76	64	63	40
NEUTRAL	12	10	5	12	18	13	40
DISSATISFIED	17	21	15	12	18	13	20
REENLISTMENT INTENTIONS:							
YES, OR PROBABLY YES	52	42	69	54	55	100	60
NO, OR PROBABLY NO	34	14	22	46	45	0	0
WILL RETIRE	14	44	9	0	0	0	40

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IMPLICATIONS

This survey was initiated to provide current job and task data for use in evaluating the AFMAN 36-2108 *Specialty Description* and appropriate training documents.

Survey results clearly indicate that the present classification structure, as described in the latest specialty description, accurately portrays the jobs performed in this career ladder. Career ladder training documents appear, on the whole, to be well supported by survey data, but require further review to ensure appropriate proficiency coding. The career ladder progression differs from other AFSCs due to the technical involvement at the 9-skill and CEM levels. Job satisfaction is fairly high for first-enlistment personnel and declines with time in service. Additionally, this career ladder has very low reenlistment intentions for all first-enlistment, second-enlistment and career groups.

APPENDIX A

SELECTED REPRESENTATIVE TASKS PERFORMED
BY SPECIALTY JOB GROUPS

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TABLE A1

Air Traffic Control Cluster (ST075)

REPRESENTATIVE TASKS		PERCENT MEMBERS PERFORMING
A0005	Annotate or update flight progress strips	98
A0106	Perform interfacility coordinations	97
A0080	Issue altimeter settings	97
A0089	Issue traffic advisories	96
A0143	Transfer communications	96
A0023	Complete preduty equipment checklists	96
A0095	Issue wind advisories	96
A0004	Annotate facility logs, such as position or events logs	96
A0093	Issue weather advisories	96
A0135	Relay pilot reports (PIREPs)	96
A0098	Monitor assigned frequencies	95
A0107	Perform intrafacility coordinations	95
A0018	Assign frequencies to aircraft	95
A0103	Participate in preduty familiarization briefings	95
A0006	Apply wake turbulence separations	95
A0140	Request PIREP in-flight weather conditions	95
A0084	Issue departure instructions	94
A0082	Issue bird advisories	94
A0056	Copy or issue airfield advisories	94
A0013	Approve or coordinate instrument flight rule (IFR) aircraft departures	93
A0019	Assign transponder modes or codes	93
A0094	Issue wheels-down advisories	93
A0091	Issue wake turbulence advisories	92
A0123	Relay aircraft emergency information	92
A0022	Clean work areas or equipment	91
A0030	Conduct facility tours	91
A0144	Transfer control	90
A0067	File flight progress strips	90
A0145	Transfer position responsibility	90
A0058	Copy or issue meteorological aviation report (METAR) weather reports	90
A0096	Make time checks	90
A0130	Relay IFR clearances	89
A0044	Control visual approaches	88
A0085	Issue go-around instructions	88
A0114	Perform visual separations	87
A0020	Authorize or control circling maneuvers	87
A0099	Notify agencies of runways in use	86
A0055	Copy IFR clearance data	86
A0139	Request aircraft position information	86
A0040	Control emergency approaches	86
A0118	Provide special handling for very important persons (VIPs) or coded aircraft	85
A0116	Provide special handling for aircraft navigational aid (NAVAID) flight inspections	85
A0001	Activate backup communications systems	85

TABLE A2

Management Cluster (ST029)

	REPRESENTATIVE TASKS	PERCENT MEMBERS PERFORMING
E0340	Conduct general meetings, such as staff meetings, briefings, conferences, or workshops	90
E0397	Evaluate letters of agreement (LOAs)	86
G0531	Participate in general meetings, such as staff meetings, briefings, conferences, or workshops, other than conducting	84
E0403	Evaluate personnel for promotion, demotion, reclassification, or special awards	81
E0464	Supervise military personnel	78
E0416	Interpret ATC policies for customers	77
E0417	Interpret policies, directives, or procedures for subordinates	77
E0402	Evaluate personnel for compliance with performance standards	77
E0469	Write recommendations for awards or decorations	77
E0375	Draft agenda for general meetings, such as staff meetings, briefings, conferences, or workshops	73
E0406	Evaluate work schedules	73
E0341	Conduct self-inspections or self-assessments	71
E0344	Conduct supervisory performance feedback sessions	71
E0415	Inspect personnel for compliance with military standards	71
E0467	Write performance reports or supervisory appraisals	70
E0399	Evaluate memorandums of understanding (MOUs)	68
E0364	Develop or establish work methods or procedures	68
G0513	Coordinate requests for TDY orders with appropriate agencies	68
E0365	Develop or establish work schedules	68
E0366	Direct administrative functions	67
E0387	Evaluate ATC complaints	66
E0353	Counsel subordinates concerning personal matters	66
E0432	Plan for ATC analysis visits	64
E0357	Determine or establish work assignments or priorities	64
E0440	Prepare operating instructions (OIs)	64
E0460	Schedule personnel for temporary duty (TDY) assignments, leaves, or passes	64
E0336	Assign sponsors for newly assigned personnel	64
E0456	Review drafts of instructions, manuals, or other directives	62
G0525	Initiate requests for TDY orders	62
E0352	Coordinate revisions for special operations with host nation or FAA agencies	60
E0383	Establish performance standards for subordinates	60
E0407	Evaluate workload requirements	60
E0454	Review manpower authorizations	60
E0346	Conduct supervisory orientations for newly assigned personnel	60
E0466	Write job or position descriptions	60
E0426	Plan briefings, conferences, or workshops	59
E0396	Evaluate job-related suggestions	59
E0395	Evaluate job or position descriptions	59
E0421	Maintain ATC liaison with other United States agencies	58
E0335	Assign personnel to work areas or duty positions	58

TABLE A3

Instructor Job (ST037)

REPRESENTATIVE TASKS		PERCENT MEMBERS PERFORMING
F0499	Evaluate progress of trainees	91
F0489	Counsel trainees on training progress	89
F0501	Maintain training records or files	84
F0471	Administer or score tests	75
F0479	Conduct formal course classroom training	71
F0502	Personalize lesson plans	71
F0500	Inspect training materials or aids for operation or suitability	65
F0475	Conduct ATC training for foreign nationals	64
F0493	Develop training materials or aids	56
F0506	Schedule training	55
F0507	Schedule personnel for training	53
F0495	Evaluate personnel to determine training needs	51
F0496	Evaluate training methods or techniques of instructors	44
F0505	Procure training aids, space, or equipment	44
F0508	Write test questions	44
F0498	Evaluate effectiveness of training programs, plans, or procedures	42
F0494	Develop training programs, plans, or procedures	42
F0491	Develop formal course curricula, plans of instruction (POIs), or specialty training standards (STSs)	40
F0473	Brief organizational personnel concerning training programs or matters	38
F0492	Develop performance tests	38
F0474	Conduct Air National Guard (ANG) or Air Force Reserve Command (AFRC) ATC training	36
F0509	Write training reports	33
F0497	Evaluate training requirements for instructors	33
F0472	Assign formal course instructors or on-the-job training (OJT) trainers or certifiers	27
F0488	Conduct training conferences, briefings, or debriefings	27
F0483	Conduct OJT	27
B0172	Initiate ATCTD or radar simulator sessions	22

TABLE A4

Radar Entry Level Job (ST057)

REPRESENTATIVE TASKS		PERCENT MEMBERS PERFORMING
A0022	Clean work areas or equipment	87
A0005	Annotate or update flight progress strips	81
A0004	Annotate facility logs, such as position or events logs	81
A0018	Assign frequencies to aircraft	79
A0045	Coordinate aircraft handoffs with appropriate agencies	79
A0019	Assign transponder modes or codes	79
A0017	Approve or issue radar pointouts	79
A0023	Complete preduty equipment checklists	77
A0103	Participate in preduty familiarization briefings	75
A0106	Perform interfacility coordinations	73
A0107	Perform intrafacility coordinations	71
A0067	File flight progress strips	71
A0002	Adjust radar scopes	69
A0013	Approve or coordinate instrument flight rule (IFR) aircraft departures	67
B0191	Perform radar handoffs	65
A0055	Copy IFR clearance data	62
A0130	Relay IFR clearances	62
A0102	Operate or check voice recorders	62
A0098	Monitor assigned frequencies	60
A0032	Confirm aircraft identifications	60
A0031	Confirm aircraft altitudes	60
A0096	Make time checks	58
A0050	Coordinate use of airspace with other agencies or facilities	56
A0084	Issue departure instructions	54
A0068	Formulate IFR clearances	54
A0058	Copy or issue meteorological aviation report (METAR) weather reports	54
A0144	Transfer control	52
A0145	Transfer position responsibility	50
A0059	Copy or relay standard weather observations	50
A0056	Copy or issue airfield advisories	48
A0143	Transfer communications	46
A0043	Control traffic at satellite airports	44
A0014	Approve or coordinate pilot requests for deviations from ATC clearances	42
A0080	Issue altimeter settings	42
A0146	Update flight data on automated data systems	40
A0038	Control aircraft operations in Class E airspace	40
A0081	Issue altitude assignments	40
B0172	Initiate ATCTD or radar simulator sessions	37

TABLE A5

Tower Entry Level Job (ST076)

REPRESENTATIVE TASKS		PERCENT MEMBERS PERFORMING
C0238	Prepare automatic terminal information service (ATIS) messages for transmissions	92
C0229	Maintain surveillance of airport movement or surface areas	92
A0059	Copy or relay standard weather observations	83
A0005	Annotate or update flight progress strips	83
A0056	Copy or issue airfield advisories	83
C0222	Control taxiing aircraft	75
A0122	Relay aircraft arrival or departure times	75
C0224	Coordinate aircraft maintenance engine runups	75
A0067	File flight progress strips	75
A0145	Transfer position responsibility	75
A0093	Issue weather advisories	75
C0233	Operate airfield lighting systems	75
C0225	Coordinate runway changes	75
C0223	Control vehicles, equipment, or personnel on movement areas using radios or light gun signals	67
A0022	Clean work areas or equipment	67
C0239	Request aircraft releases from departure control	67
A0082	Issue bird advisories	67
A0080	Issue altimeter settings	67
A0023	Complete preduty equipment checklists	67
A0095	Issue wind advisories	67
A0099	Notify agencies of runways in use	67
A0004	Annotate facility logs, such as position or events logs	67
A0103	Participate in preduty familiarization briefings	58
A0058	Copy or issue meteorological aviation report (METAR) weather reports	58
A0135	Relay pilot reports (PIREPs)	58
A0143	Transfer communications	50
A0131	Relay information for issuance of notices to airmen (NOTAMs)	50
A0130	Relay IFR clearances	42

TABLE A6

Terminal Instrument Procedures Specialist (TERPS) Job (ST078)

	REPRESENTATIVE TASKS	PERCENT MEMBERS PERFORMING
E0455	Review TERPS packages	100
E0451	Prepare or submit TERPS packages	88
E0463	Submit changes to FLIPs	88
F0487	Conduct TERPS specialist training	88
G0527	Maintain administrative files, such as correspondence files or classified files	88
G0525	Initiate requests for TDY orders	88
G0531	Participate in general meetings, such as staff meetings, briefings, conferences, or workshops, other than conducting	88
E0342	Conduct staff assistance visits, inspections, or audits	75
G0528	Maintain publications libraries, other than technical order libraries	63
E0339	Conduct ATC analysis visits	63
G0513	Coordinate requests for TDY orders with appropriate agencies	63
G0511	Compile data for records, reports, logs, or trend analyses	50
E0456	Review drafts of instructions, manuals, or other directives	50
E0465	Write inspection reports	50
G0518	Establish publications libraries	38
E0438	Prepare minimum vectoring altitude (MVA) charts	38
E0416	Interpret ATC policies for customers	38
G0532	Review publishing bulletins	38
F0501	Maintain training records or files	38
E0340	Conduct general meetings, such as staff meetings, briefings, conferences, or workshops	38
E0352	Coordinate revisions for special operations with host nation or FAA agencies	25
E0462	Schedule work assignments or priorities	25
E0453	Request ATCALS flight checks	25

TABLE A7

Mobile Operations Job (ST077)

	REPRESENTATIVE TASKS	PERCENT MEMBERS PERFORMING
D0299	Perform camouflage procedures	100
D0297	Participate in convoys	100
D0267	Erect or tear down tents	100
D0268	Erect or tear down ATC facilities	100
D0265	Don or doff chemical warfare personal protective clothing	100
D0276	Inspect mobility bags or kits	100
D0294	Operate M-series vehicles	80
D0327	Tear down, inspect, clean, and reassemble weapons, such as M-16 rifles	80
D0328	Transport mobility or contingency equipment to or from deployed locations	80
D0282	Load or offload equipment from aircraft or vehicles	80
D0296	Pack or palletize mobility or contingency equipment for shipment or movement	80
D0272	Identify chemical warfare agents	80
E0441	Prepare operations letters	80
E0440	Prepare operating instructions (OIs)	80
D0291	Operate field generators during contingency exercises or operations	80
D0332	Weigh equipment	80
D0269	Erect or tear down communications facilities	80
E0437	Prepare LOAs	80
H0536	Develop equipment checklists	80
E0406	Evaluate work schedules	80
D0256	Construct bunkers or revetment walls	80
E0365	Develop or establish work schedules	80
A0026	Conduct briefings on ATC equipment	80
F0501	Maintain training records or files	80
E0397	Evaluate letters of agreement (LOAs)	60
D0287	Monitor mobility deployment kits	60
D0277	Inspect packed or palletized mobility or contingency equipment prior to transport	60
D0311	Prepare equipment for deployments	60
D0314	Prepare mobile functional support kits	60
D0252	Conduct ATC mobility training exercises	60
D0310	Position mobile ATC equipment or support equipment	60
D0300	Perform chemical warfare agent decontamination procedures	60
D0295	Operate portable radios, such as field radios, during contingency exercises or operations	60
E0382	Establish procedures for notifying other agencies of equipment failures	60
F0482	Conduct mobility training	60
D0331	Verify eligibility of tasked personnel for deployment	60
D0323	Review support agreements	60
E0401	Evaluate mobility, contingency, disaster preparedness, or unit emergency or alert plans	60
E0381	Establish procedures for controlling traffic between sectors or other facilities	60
A0104	Participate in simulated crash, alert, or disaster control exercises	60
D0247	Brief deploying personnel	60